

**Crystal Lake Chamber of Commerce  
Board of Directors Minutes  
February 28, 2024  
7:30 am  
Chamber Boardroom (In person & zoom)**

**Present:** Eric Beier, Michael Buchanan (zoom), Pierre Garcia (zoom), Cameron Hubbard, Leah Jackson, Lisa Karlov (zoom), Dawn Kincaid, Andrea Marquez, Kathryn I. Martens (Secretary/Treasurer), Stacy Mason, Katie O'Neill, Randy Smith, Karen Tobin, Grace Todd (zoom), Mike Wheeland; Heather Maieritsch, City of Crystal Lake; Catherine Peterson, President/CEO.

**Absent:** Gary Bonick, Chris Slack and Tim Urban.

**1. Call to Order**

**1.1. Welcome.** The meeting was called to order at 7:30 am by Chair Eric Beier.

**1.2. City of Crystal Lake.** Heather Maieritsch provided an update:

- Paving of the alley and business parking spots @ Brink will be done by the end of April.
- Depot Park Project
  - City purchased the land.
  - Under construction 2025
  - First step is the removal of the majority of the trees; this work will be done in March.
  - As a result of these improvements, the downtown farmer's market will relocate to the Grant Street parking lot for summer 2025.

**2. Consent Agenda**

**2.1. It was moved by Stacy Mason and seconded by Leah Jackson to approve the minutes of the January 24, 2025 Board meeting. All voted Aye. Motion carried.**

**3. Divisions**

**3.11. Financial Reports.** The Board reviewed the Balance Sheet as of 1/31/25; P & L for January 2025 and YTD; Open Invoices as of 1/31/25; and the Financial Report as of 1/31/25. The Network Groups Balance Sheet as of 1/31/25; P & L as of 1/31/25 and YTD were also reviewed.

**It was moved by Karen Tobin and seconded by Dawn Kincaid to accept the Financial Reports for the Chamber and Network Groups as of 1/31/25 as presented. All voted aye. Motion carried.**

**3.2 Division Reports**

- 3.2.1 Ambassadors (Gary Bonick)** – written report included in the packet. In Gary Bonick's absence, Kathryn Martens reported that work on the Annual Dinner (May 8, 2025) is on track.
- 3.2.2 Young Professionals (Leah Jackson).** Leah Jackson reported that Casey Tumilty is considering serving as Chair of the Young Professionals.
- 3.2.3 Community Services (Grace Todd).** The Committee is busy working on Community Clean Up, which will be held on April 26.
- 3.2.4 Member Benefits (Chris Slack).** Written report included in the packet.
- 3.2.5 Business Development (Cameron Hubbard)** – No report.

**3.3 Springboard.** Vice Chair Karen Tobin said there was a consensus among the attendees that the strategic plan session was positive. A follow-up report is being prepared by Brenda Fredrickson, our facilitator, and will be presented at the March meeting of the Board of Directors.

**3.4 Nominating Committee.** On behalf of the Executive Committee, Past Chair Mike Wheeland presented a slate of candidates to serve on the 2025 Nominating Committee:

Chair (per Bylaws): Mike Wheeland

Board of Directors: Karen Tobin and Tim Urban

Members at Large: Steve Rogers and Lais Titton

**It was moved by Stacy Mason and seconded by Andrea Marquez to approve the 2025 Nominating Committee as presented. All voted aye. Motion carried.**

**4. President's Report (Catherine Peterson).** Written report included in the packet.

- Catherine thanked everyone for their support of the State of the Community Luncheon. The feedback was very positive.
- Chamber is co-sponsoring a legislative update on 3/10/25.
- IL Chamber has regular legislative updates. Catherine & Katie O'Neill attended one recently. Info is passed on to membership.
- Mobile DMV scheduled for 3/20 at CL Community Foundation. Very popular. Wait list.
- Update on state of the Chamber – critical to get paid positions filled and establish a solid base; few staff are stretched thin & that is not sustainable in the long run. Volunteers, who will work & be responsible, needed for key event committees.

**5. Membership.** President Peterson presented the Membership Report for the month of January. Seventeen members requested to drop, and the Finance Committee recommended that five members be dropped for nonpayment. There were seven new members for a net decrease of fifteen members in January.

**It was moved by Katie O'Neill and seconded by Stacy Mason to approve the January 2025 new members; approve the members the Finance Committee recommended be dropped for nonpayment; and accept the members that requested to be dropped. All voted Aye. Motion carried.**

**6. Chairperson's Report.** Chair Eric Beier provided an overview of preliminary work being done to explore the creation of a health care consortium to provide a talent pipeline for the health care industry. Representatives from D155, MCC, & First Institute, along with Catherine, had an initial meeting to lay the foundation.

**7. Other Items for Board Consideration**

**7.1.** Proposed Revision to Bylaws. Chair Beier reviewed the previous discussions about decreasing the size of the Board of Directors from twenty-one to fifteen. Included in the packet was a redline version of the bylaws showing these changes. If agreed upon, the next step is to notify the membership of the proposed changes and vote at the Board meeting on March 28. There were no questions, and there was consensus to move forward and notify the membership.

**8. Upcoming Events** – The list of upcoming events through April 9, 2025, was included in the packet.

**9. Heard Around Town –**

- Mike Wheeland said the nonprofit Herzog's Heroes was hosting an open house at Old Towne Hall on March 8, 6-10 pm, and he encouraged all to attend to learn more about this inspirational program.
- The first Marketing Summit was held on 2/27 – good attendance.
- Tax season is here – get on it!

**10. It was moved by Randy Smith and seconded by Katie O'Neill to adjourn the meeting at 8:55 am. All voted aye. Motion carried.**