

**Crystal Lake Chamber of Commerce
Board of Directors Minutes
January 24, 2024
7:30 am
Chamber Boardroom**

Present: Eric Beier, Gary Bonick, Michael Buchanan, Pierre Garcia (zoom), Leah Jackson, Lisa Karlov (zoom, left at 8:30), Dawn Kincaid (zoom), Andrea Marquez, Kathryn I. Martens (Secretary/Treasurer), Stacy Mason, Katie O'Neill (zoom), Chris Slack, Randy Smith, Karen Tobin, Grace Todd, Tim Urban (zoom), Mike Wheeland; Mayor Haleblian, City of Crystal Lake; Catherine Peterson, President/CEO; Mary Miller, Miller Verchota

Absent: Cameron Hubbard

1. Call to Order

- **Welcome.** The meeting was called to order at 7:30 am by Chair Eric Beier. He informed the Directors that Ken Pringle had submitted his resignation from the Board, Finance Committee, and Ambassadors because he would soon be moving out of state. On behalf of the Crystal Lake Chamber, Chair Beier thanked Ken for his many years of service and wished him well.
- **City of Crystal Lake.** Mayor Haleblian provided an update:
 - Mayor Haleblian will travel to Springfield to talk with legislators about taxes, unfunded mandates, and the Local Government Distribution Fund.
 - Water's Edge: Mayor Haleblian said residents would be moving into the apartments around the end of February. Utilities have caused delays. Developers are considering selling, vs leasing, the townhouses. Attracting commercial partners is progressing. Jimmy Johns' lease runs through the end of 2025, so demolition of that outbuilding will be in a final phase.
 - Downtown CL is 100% full.
 - Enclave: Fully rented, except for the townhouses
 - The former Northwestern Health and Fitness Center (Health Bridge) is under contract. John Green & his group bought it. Future use TBD.
 - McHenry County rezoned the Flowerwood property at 14 & 176 to B3 – storage going in
 - Mayor Haig wants Crystal Lake to keep the 1% grocery tax locally.
 - Overall, the City is doing well.

2. Consent Agenda

- It was moved by Stacy Mason and seconded by Andrea Marquez to approve the minutes of the December 20, 2024, Board meeting. All voted Aye. Motion carried.

3. Divisions

3.11. FY 23/24 Annual Review. Mary Miller, CPA of Miller Verchota, noted that the report was a review and not a full audit, which requires testing. The Board Designated Fund was strong with three months of revenues for operational expenses. While there was a good cash balance at year end, revenues were down but offset by a decrease in personnel costs. She noted this is not a sustainable model and encouraged the Chamber to work to increase revenues.

It was moved by Secretary/Treasurer Kathryn I Martens and seconded by Chris Slack to approve the FY 23-24 Review as presented. All voted aye. Motion carried.

3.12. Financial Reports. The Board reviewed the Balance Sheet as of 12/31/24; P&L for December 2024 and YTD; Open Invoices as of 12/31/24; and the Financial Report as of 12/31/24. The Network Groups Balance Sheet as of 12/31/24, P&L as of 12/31/24 and YTD were also reviewed.

It was moved by Randy Smith and seconded by Mike Buchanan to accept the Financial Reports for the Chamber as of 12/31/24 and Network Groups as of 12/31/24 as presented. All voted Aye. Motion carried.

3.2 Division Reports

- 3.2.1 Ambassadors (Gary Bonick) –** A written report was in the packet. The Annual Dinner is scheduled for May 8, and nominations would soon open for the Covey, Wehde, and Athena awards.
- 3.2.2 Young Professionals (Leah Jackson).** No report.
- 3.2.3 Community Services (Grace Todd).** A written report in the packet.
- 3.2.4 Member Benefits (Chris Slack)–** A written report was in the packet.
- 3.2.5 Business Development (Cameron Hubbard) –** No report.

3.3 Springboard. Vice Chair Karen Tobin said a survey related to the upcoming Springboard event was sent to all the Directors, and she encouraged everyone to complete it. The event itself will be held on Thursday, February 20 from 1:00 pm to 5:00 pm at the Community Foundation.

3.4 Board Composition. Past Chair Mike Wheeland said the goal of the discussion was to reach consensus on the size of the Board of Directors. He noted there had previously been conversation about decreasing the number from 21 to 15. Discussion ensued, and there was an agreement that decreasing the size of the Board of Directors to 15 would be a positive step. A proposed draft of the revised Bylaws will be included in the February meeting packet for review.

4. President's Report (Catherine Peterson). Written report included in the packet. Catherine thanked Mary Miller and Miller Verchota for their work to finalize the review. She reminded the Directors of the upcoming State of the Community Luncheon. Catherine also noted that registration for the 2025 Annual Golf Outing was open.

5. Membership. President Peterson presented the Membership Report for the month of December. Thirteen members requested to drop, and the Finance Committee recommended that seven members be dropped for nonpayment. There were six new members for a net decrease of fourteen members in December.

It was moved by Karen Tobin and seconded by Stacy Mason to approve the December 2024 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 – None.

7. Other Items for Board Consideration – Chair Beier explained the Board meeting in May had been moved from the fourth Friday to the third Friday to accommodate the Memorial Day weekend. However, that change did not provide enough time for the Finance Committee to review the financials. Therefore, the Executive Committee recommended that the Board meeting in May 2025 be moved from May 16 to May 30.

It was moved by Mike Wheeland and seconded by Gary Bonick to move the Board meeting in May 2025 from May 16 to May 30. All voted Aye. Motion carried.

8. Upcoming Events – The list of upcoming events through February 27, 2025, was included in the packet.

9. Heard Around Town –

- Tim Urban said Independence Health and Therapy was hosting a bowling event on February 8, and he encouraged all to attend.
- Mike Wheeland announced that the McHenry County Men's Alliance was hosting a bourbon tasting at the new Red Tail Clubhouse on February 22, and proceeds would help support Pioneer Center and Herzog's Heroes.
- The Lions' Club annual Steak Fry Fundraiser is 2/1 at the Holiday Inn.

Chair Beier declared the meeting adjourned at 8:51.