

Present: Mike Buchanan (Zoom), Pierre Garcia (Zoom), Dawn Kincaid, Andrea Marquez, Kathryn I. Martens (Secretary), Stacy Mason, Katie O'Neill, Chris Slack, Karen Tobin, Grace Todd, and Mike Wheeland
Mayor Haig Halebian, Heather Maieritsch (Economic Development Manager, City of Crystal Lake), Catherine Peterson (President, Chamber)

Absent: Eric Beier, Brad Heldt, Leah Jackson, Tim Urban

1. Call to Order

- 1.1. **Welcome.** The meeting was called to order at 7:30 a.m. by Chair Karen Tobin.
- 1.2. **City of Crystal Lake.** Mayor Halebian and Heather Maieritsch provided updates on projects and activities within the City of Crystal Lake:
 - The development projects for 601 Liberty, Waters Edge, and 7 Brew are moving forward. Some tenants at Waters Edge are planning to take occupancy in Spring 2026.
 - The parking challenges at Lake Roots have been resolved.
 - City now owns the Raue building.
 - A residential development has been proposed for the 60 acres on Main Street.
 - Depot Park renovations will be completed in Spring 2026. The annual Christmas trees display is on Brink St. this year.
 - Many retail businesses are facing challenging times – please support ALL businesses in Crystal Lake

2. Approval of Minutes

- 2.1 Approval of 11/21/25 Board Minutes

It was moved by Dawn Kincaid and seconded by Andrea Marquez to approve the minutes of the 11/21/25 Board meeting. All voted Aye. Motion carried.

3. Divisions

3.1 Finance Division

- 3.1.1 Financial Reports. The Board reviewed the Balance Sheet as of 11/30/25, P & L for November 2025 and YTD; Open Invoices as of 11/30/25; and the Financial Report as of 11/30/25. The Networking Groups Balance Sheet as of 11/30/25, P & L for November 2025 and YTD were also reviewed.

It was moved by Chris Slack and seconded by Mike Wheeland to accept the Financial Reports for the Chamber and Networking Groups as of 11/30/25. All voted Aye. Motion carried.

3.2 Ambassadors - Kathryn I. Martens (in Brad Heldt's absence) reported the 12/5/26 Salvation Army bell ringing event brought in \$562.60. The Holiday Party on 12/9/25 at Main Beach was enjoyed by all. The State of the Community luncheon is scheduled for 2/6/26 at Boulder Ridge and registration is open.

3.3 Community Services - Grace Todd reported that Community Clean-up Day is scheduled for 4/18/26. The Community Expo is scheduled for 10/17/26 at the Holiday Inn.

3.4 Member Benefits – Chris Slack reported that the Annual Golf Outing is scheduled for 6/1/26 at Crystal Lake Country Club. The Golf League continues to meet every Thursday at Red Tail using their golf simulator. Leaders in Action took 2025 off and will return as a one-day event on 9/26/26.

3.5 Business Development - Michael Buchanan highlighted State of the Community. Congressman Foster will be in Crystal Lake on 2/17/26.

4. President's Report – Written report provided in packet.

5. Membership

5.1 Membership Report

President Peterson presented the Membership Report for the month of November 2025. 5 members requested to drop, and the Finance Committee recommended that 2 members be dropped for non-payment of dues. There were 5 new members, for a net decrease of 2 members
It was moved by Karen Tobin and seconded by Stacy Mason to approve the November 2025 new members; accept the members that requested to be dropped; and approve the members to be dropped for non-payment of dues as recommended by the Finance Committee. All voted Aye. Motion carried.

6. Chairperson's Report – None.

7. Other Items for Board Consideration – Reported that an insurance benefits program thru the IL Chamber and US Chamber is also available to members with 2-50 employees. PR on this will start mid-January and a meeting with the rep will be scheduled.

8. Upcoming Events - The list of upcoming events was included in the packet.

9. Heard Around Town – None.

10. Adjournment – **It was moved by Katie O'Neill and seconded by Stacy Mason to adjourn the meeting at 8:34 am. All voted Aye. Motion carried.**