

**Crystal Lake Chamber of Commerce
Board of Directors Minutes
March 27, 2026
7:30 am
Chamber Boardroom (In person & zoom)**

Present: Eric Beier, Michael Buchanan (zoom), Dawn Kincaid, Andrea Marquez, Kathryn I. Martens (Secretary/Treasurer), Stacy Brown, Chris Slack, Karen Tobin, Grace Todd (zoom), Tim Urban (zoom); Catherine Peterson, President/CEO.

Absent: Pierre Garcia, Brad Heldt, Leah Jackson, Katie O'Neill, Mike Wheeland

1. Call to Order

1.1. Welcome. The meeting was called to order at 7:32 am by Chair Karen Tobin.

1.2. City of Crystal Lake. Mayor Haleblian and Heather Maieritsch were unable to attend.

2. Consent Agenda

2.1. It was moved by Dawn Kincaid and seconded by Eric Beier to approve the minutes of the February 27, 2026 Board meeting. All voted Aye. Motion carried.

3. Divisions

3.11. Financial Reports. The Board reviewed the Balance Sheet as of 2/28/26; P & L for February 2026 and YTD; Open Invoices as of 2/28/26; and the Financial Report as of 2/28/26. The Network Groups Balance Sheet as of 2/28/26; P & L as of 2/28/26 and YTD, and financial report by Network group were also reviewed.

It was moved by Karen Tobin and seconded by Stacy Brown to accept the Financial Reports for the Chamber and Network Groups as of 2/28/26 as presented. All voted aye. Motion carried.

3.2 Division Reports

3.2.1 Ambassadors (Brad Heldt) – Brad was absent, so Stacy Brown reported that representatives from the YP's attended the Ambassadors meeting and talked about their structure and work.

3.2.2 Community Services (Grace Todd). Grace Todd provided an update on Community Clean Up scheduled for April 18. She encouraged all to attend.

3.2.3 Member Benefits (Chris Slack). Annual Golf is on 6/1 and 85 are registered. Golf League starts May 14.

3.2.4 Business Development (Michael Buchanan) – Mike Buchanan reported on discussions with State Senator Carig Wilcox and State Senator DeWitte.

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

5. Membership. President Peterson presented the Membership Report for the month of February. There were 7 new members, and 3 members requested to drop, for a net increase of 4 members. The Finance Committee did not recommend that any member be dropped for nonpayment.

It was moved by Andrea Marquez and seconded by Stacy Brown to approve the February 2026 new members and accept the members that requested to be dropped. All voted Aye. Motion carried.

6. Chairperson's Report.

6.1 Chair Tobin asked Past Chair Beier to present the slate of candidates for FY 26 – 27. He presented the following:

One-year Terms – appointed by the Chamber Board

Michelle Wilson, CAFCU

Jake Schlicht, Community Foundation

Three-year Terms – to be voted on by the membership in May

Incumbents

Andrea Marquez

Grace Todd

Karen Tobin

Pierre Garcia has asked for additional time to consider his professional commitments. A final decision will be made at the April meeting of the Board.

Past Chair Beier thanked the Nominating Committee for their efforts, including Mike Wheeland, Jeff Lord, and Dawn Kincaid. The Nominating Committee will present further nominations at the April Board meeting for the third one-year term and resolution of the 3-year term depending on Pierre's decision.

It was moved by Chris Slack and seconded by Stacy Brown to approve the slate of candidates as recommended by the Nominating Committee. All voted aye. Motion carried.

7. Other Items for Board Consideration. None.

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

9. Heard Around Town. All were encouraged to attend the GEMS Luncheon on April 23 and honor the recipients, including Northwestern Medicine, Stacy Brown, and Jim Haisler.

10. Adjournment. Chair Tobin adjourned the meeting at 8:46 am.