

**Present:** Eric Beier, Pierre Garcia (zoom), Leah Jackson, Dawn Kincaid, Andrea Marquez, Kathryn I. Martens (Secretary/Treasurer), Stacy Mason, Katie O'Neill, Chris Slack, Karen Tobin, Grace Todd (zoom), and Mike Wheeland; Mayor Haig Haleblian, Heather Maieritsch (Economic Development Manager, City of Crystal Lake), Catherine Peterson (President, Chamber), Janet Cartina (Executive Assistant, Chamber)

**Absent:** Mike Buchanan, Brad Heldt, and 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 Haleblian and Heather Maieritsch provided updates on projects and activities within the City of Crystal Lake, prefacing the report with how the extreme cold has slowed progress on several building projects.

- Water's Edge - The marketing of the east side/commercial leasing has begun with the plan for flexible, mixed-use zoning.
- Dunkin Donuts – The Mayor convened a meeting with Dunkin Donuts and the neighbors to workout solutions for concerns. This topic is back on the agenda for the next City Council meeting.
- Mayor Haleblian and other local officials will soon be going to Springfield for two days to discuss issues impacting units of local government and lobby for LGDF (Local Government Distribution Funds).
- Pulte development of 175 single family homes off Main St. was approved by the City Council.
- Downtown Crystal Lake is experiencing some turnover and businesses closing.

## **2. Approval of Minutes**

2.1 Approval of 12/19/25 Board Minutes

**It was moved by Eric Beier and seconded by Katie O'Neill to approve the minutes of the 12/19/25 Board meeting. All voted Aye. Motion carried.**

## **3. FY 24/25 Review**

Ethan Graben, from Miller Verchota, Inc., presented highlights of the FY 24/25 Annual Review, reporting it was a positive year. Membership dues increased as well as event revenue. Expenses are well-managed. Strong liquidity, and cash flow is strong.

**It was moved by Kathryn I. Martens and seconded by Dawn Kincaid to accept the Crystal Lake Chamber of Commerce Reviewed Financial Statements For the Years Ended June 30, 2025 and 2024 from Miller Verchota, Inc. All voted Aye. Motion carried.**

## **4. Divisions**

### **4.1 Finance Division**

4.1.1. **Financial Reports.** The Board reviewed the Balance Sheet as of 12/31/25, P&L for December 2025 and YTD; Open Invoices as of 12/31/25; and the Financial Report as of 12/31/25. The Networking Groups Balance Sheet as of 12/31/25, P&L for December 2025 and YTD were also reviewed.

**It was moved by Chris Slack and seconded by Leah Jackson to accept the Financial Reports for the Chamber and Networking Groups as of 12/31/25. All voted Aye. Motion carried.**

## 4.2 Division Reports

- 4.2.1. **Ambassadors** – Kathryn I. Martens reported on behalf of Brad Heldt - the Annual Dinner is scheduled for Thursday, May 7, 5:30-8 pm at the Crystal Lake Country Club.
- 4.2.2. **Community Services** – Grace Todd reported that the planning for the Community Clean- Up event is underway. Community Clean-Up is Saturday, April 18.
- 4.2.3. **Member Benefits** – Chris Slack reported that the Annual Golf Outing is June 1 at the Crystal Lake Country Club. The Leaders in Action group is rebranding the event and planning for Fall 2026. Mike Wheeland and Stacy Mason have offered to help with the Members in Motion event for fall 2026.
- 4.2.4. **Business Development** – Karen Tobin confirmed that State Representative Suzanne Ness will be touring the Camfil business prior to attending the State of the Community luncheon on February 6.

- 5. **President's Report** – With the upcoming front office/board room “refresh”, President Peterson asked the members to volunteer for disassembling and re-assembling the board room chairs and tables for the new flooring to be installed. Date TBD. President Peterson reported that she is in the process of setting up in-person interviews for the Membership Director role and is hopeful the vacant position will be filled by the end of February. State of the Community registration is at 235. There will be a new look for the Community Guide.

## 6. Membership

- 6.1 **Membership Report** - President Peterson presented the Membership Report for the month of December 2025. Three members requested to drop, and the Finance Committee recommended that five members be dropped for non-payment of dues. There were eight new members, for a net zero in December.

**It was moved by Stacy Mason and seconded by Mike Wheeland to approve the December 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.**

- 7. **Chairperson's Report** – Karen Tobin explained the process for appointing a Nominating Committee for 2026, subject to Board approval. Eric Beier (Chair of the Nominating Committee as Past Chair) will be reaching out to ask if individuals are willing to serve on the Nominating Committee and/or whether they know members at-large who might be interested in serving.
- 8. **Other Items for Board Consideration** – None.
- 9. **Upcoming Events** - The list of upcoming events was included in the packet.
- 10. **Heard Around Town** – Dawn Kincaid mentioned that Star 105.5's “Joe & Tina” will be doing a live broadcast at Aroma Coffee from 8:00 – 12:00 on Saturday, February 14 (Valentines Day).
- 11. **Adjournment** – It was moved by Andrea Marquez and seconded by Katie O’Neill to adjourn the meeting at 8:58 a.m. All voted Aye. Motion carried.