

Present: Eric Beier, Michael Buchanan, Pierre Garcia (Zoom), Leah Jackson (Zoom), Dawn Kincaid, Andrea Marquez, Kathryn I. Martens (Secretary), Stacy Mason, Katie O'Neill, Chris Slack, Grace Todd (Zoom), Tim Urban (Zoom); and Mayor Haig Halebian (left at 7:45), Heather Maieritsch (Economic Development Manager, City of Crystal Lake), Catherine Peterson (President, Chamber), Janet Cartina (Executive Assistant, Chamber).

Absent: Brad Heldt, Karen Tobin, and Mike Wheeland.

1. Call to Order

- 1.1. **Welcome.** The meeting was called to order at 7:30 am by Vice-Chair Katie O'Neill (in Chair Karen Tobin's absence).
- 1.2. **City of Crystal Lake.** Mayor Halebian and Heather Maieritsch provided updates on projects and activities within the City of Crystal Lake:
 - Festival of Lights Parade on 11/28/25
 - Santa House Downtown Crystal Lake begins after the parade on 11/28/25 and ends on 12/23/25
 - Small Business Saturday is scheduled for 11/29/25
 - All local spending matters – whether at small businesses or chains
 - On 12/2/25, the City will take over the Raue Building and the Civic Center Authority will disband
 - City is filming with Vid4Web in preparation for the State of the Community on Feb 6, 2026 at the Holiday Inn

2. Approval of Minutes

2.1 Approve October 24, 2025 Board Minutes

It was moved by Stacy Mason and seconded by Dawn Kincaid to approve the minutes of the October 24, 2025 Board meeting. All voted Aye, except Andrea Marquez who abstained. Motion carried.

3. Divisions

3.1 Finance Division

- 3.1.1 **Financial Reports.** The Board reviewed the Balance Sheet as of 10/31/25, P & L for October, 2025 and YTD; Open Invoices as of 10/31/25; and the Financial Report as of 10/31/25. The Networking Groups Balance Sheet as of 10/31/25, P & L for October 2025 and YTD were also reviewed.

It was moved by Chris Slack and seconded by Eric Beier to accept the Financial Reports for the Chamber and Networking Groups as of 10/31/25. All voted Aye. Motion carried.

3.2 Division Reports

- 3.2.1 **Ambassadors** - Kathryn I. Martens (in Brad Heldt's absence) reported.
 - The 12/5/25 Salvation Army bell ringing event is still in need of volunteers for the 11:00 am shift.
 - The Holiday Gathering on 12/9/25 at Main Beach is coming along. If you need to sign up, please do so. Spoiler alert: the icebreaker game is 2 truths and a lie. Come prepared with your truths and lie!
- 3.2.1 **Community Services** - Grace Todd - State of the Community Luncheon is scheduled for 2/6/26.
- 3.2.2 **Member Benefits** – Chris Slack
 - The Annual Golf Outing has been scheduled for 6/1/26 at Crystal Lake Country Club.
 - The 2026 Golf League is scheduled at Red Tail Golf Club with a start date TBD.
 - Monday Night Football is all good.
 - Leaders in Action will be returning in fall 2026.
- 3.2.3 **Business Development** - Michael Buchanan – still waiting on schedules from legislators in order to schedule local meet-ups.

4. President's Report (Catherine Peterson) A written report was included in the packet. Catherine Peterson highlighted

- EXPO did very well this year with 66 out of 71 booths sold and overperformed its budget. A 2026 date is already scheduled.
- The City of Crystal Lake approved the \$6,800 hotel/motel tax grant towards the 2025 EXPO event.

5. Membership

5.1 President Peterson presented the Membership Report for the month of October. 13 members requested to drop, and the Finance Committee recommended that 9 members be dropped for non-payment. There were 14 new members in October, resulting in a net decrease of 8 members.

It was moved by Stacy Mason and seconded by Mike Buchanan to approve the October 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 – None.

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

9. Heard Around Town – Downtown Crystal Lake's Festival of Lights Parade at 7 pm on 11/28/25

10. Adjournment –

It was moved by Chris Slack and seconded by Andrea Marquez to adjourn at 8:14 am. All Ayes. Motion carried.