Crystal Lake Chamber of Commerce
Board of Directors Minutes
September 25, 2026
7:30 am
Chamber Boardroom (In person & Zoom)

Present: Stacy Brown, Michael Buchanan, Laura Dzielski (Zoom left at 8:05), Josh Hudek, Andrea Marquez, Kathryn I. Martens (Secretary/Treasurer), Katie O'Neill (Chair), Jake Schlicht, Chris Slack, Karen Tobin, Grace Todd, Tim Urban (Zoom joined at 8:05), Michelle Wilson (Zoom); Mayor Haig Haleblian (City of Crystal Lake), Heather Maieritsch (City of Crystal Lake); Catherine Peterson (President/CEO), Donna Sather (Executive Assistant)
Absent: Eric Beier and Dawn Kincaid

Call to Order

1.1 Welcome. The meeting was called to order at 7:30 am by Chair Katie O'Neill.
1.2 City of Crystal Lake: Mayor Haig Haleblian and Heather Maieritsch provided the following city updates:

- Batch Ice-Cream is opened and will feature a special apple cider ice cream flavor during Johnny Appleseed.
- Single-family home construction projects are moving forward ahead of seasonal weather changes.
- Edie Boutique received final city approval on September 24 and is expected to open in early October.
- Mayor Haig provided a status report on the former Health Bridge facility.

2. Approval of Minutes

2.1. It was moved by Michael Buchanan and seconded by Jake Schlicht to approve the minutes of the August 28, 2026, Board meeting. All voted Aye. Motion carried. Stacy Brown abstained from voting.

3. Divisions

3.1. FY 26/27 Financial Reports. The Board reviewed the Chamber's Financial Reports for FY 26/27 including the Balance Sheet, August and YTD P&L, Financial Report, Cash Flow Analysis, and open invoices as of 8/31/26. The Network Groups' Balance Sheet, August and YTD P&L, and Financial Report as of 8/31/26 were also reviewed.

It was moved by Chris Slack and seconded by Michelle Wilson to accept the Financial Reports for the Chamber and Networking Groups as of 8/31/26 as presented. All voted aye. Motion carried.

3.2 Unexpended Fund Balances & Capital Projects - The Board discussed the unexpended fund balance from the last three years, capital projects, and fund allocation recommendations from the Finance Committee.

It was moved by Kathryn I. Martens and seconded by Chris Slack to approve the recommendations from the Finance Committee to allocate $589.86 to the Ambassadors (line item 20252), $50,000 to the Board Designated Reserve – Capital Projects (line-item 32110), and $50,000 to Board Reserve – Operating Cash Reserve. All voted aye. Motion carried.

3.2 Division Reports

3.2.1 Ambassadors - Stacy Brown reported they are contacting past Ambassadors to attend the October 15 bench and plaque dedication. The Chamber is also revealing the improvements to the Chamber's public spaces.

3.2.2 Community Services – Grace Todd reported that the Committee is entirely focused on the upcoming Community EXPO at the Crystal Lake Holiday Inn on Saturday, October 17 from 10:00 AM – 2:00 PM. There are currently 24 booths registered, with options available for both large and small booth formats. The current registration list will be sent to the Board of Directors. Marketing efforts are focused on public outreach. Logistics will include specialized focus on bussing local seniors, diligent attendee headcount tracking, and coordinated ballroom entertainment.

3.2.3 Member Benefits – Chris Slack reported that

- the Golf League concluded on September 24, 2026. This season we had many participants and the league was well-received. A committee debrief is forthcoming.
- The newly consolidated Leaders in Action 1-day seminar format was highly successful. Major local employers like General Kinematics and Stryker sent many of their employees. The Dole Mansion served as an excellent venue, featuring a keynote speaker and utilizing Lou's Lounge and the mansion for breakout sessions.

3.2.4 Business Development - Michael Buchanan reported that he is continuing to work on the upcoming newsletter and has compiled a list of questions. He is considering reaching out to candidates from both political parties to gauge their interest in participating in an in-person Q&A session.

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

5. **Membership.** President Peterson presented the Membership Report for the month of August. There were 13 new members and 2 members requested to drop. The Finance Committee recommended that 4 members be dropped for non-payment, for a net gain of 7 new members in August.

   It was moved by Karen Tobin and seconded by Stacy Brown to accept the August 2026 13 new members; and drop the 4 members for nonpayment as recommended by the Finance Committee; and accept the 2 member requests to drop. 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 –** Johnny Appleseed is scheduled for Saturday, September 26, from 10:00 AM – 4:00 PM and the weather looks great. McHenry County Farm Stroll on Sept 27 will highlight 14 regional farms. The 51st Art in the Barn annual event will be held this Saturday and Sunday, Sept 26 & 27 at Advocate Good Shepherd Hospital in Barrington from 10:00 AM – 5:00 PM, featuring tours of their new teaching kitchen.

10. **Adjournment.** Chair O'Neill adjourned the meeting at 8:39 am.