

**Crystal Lake Chamber of Commerce
Board of Directors Minutes – July 27, 2018**

PRESENT: Leslie Blake, Gary Bonick, Rik Fregia, Dawn Gilman, Trent Gordon, Matt Horist, Randy Leggee, Doug McAllister, Scott McKeever, Mary Miller, Robyn Ostrem, Kelly Roewer, Andrew Szocka, Mike Wheeland, Robert Zalud and staff members Mary Margaret Maule, Alli Magit, Sharon Replinger, Jackie Ruiz, Donna Sather and Deb Wallenfang

ABSENT: Pam Bialas, Chris Christensen, Dave Hubbard, Penny Hughes and Randy Smith

CALL TO ORDER: Randy Leggee called the meeting to order and welcomed everyone.

CONSENT AGENDA: Doug McAllister moved to approve the Consent Agenda as presented. Dawn Gillman seconded the motion and all approved.

CITY OF CRYSTAL LAKE: Heather Maieritsch reported Ulta will open August 3rd. Steinhafels will open before the first of the year. The Sports Authority location has had interest from an entertainment venue. 7 Eleven will move into the Teddy Liquors location with a ground breaking in the next couple of weeks. Wickham Interiors is for sale as is Café Olympic and the downtown bookstore is looking to sell. The city is working with the Retro Bistro owners to fill that space. National Gift Card was acquired by LaSalle Capital. TJ Maxx is moving next door to Ulta. The property owners of Country Corners have hired a broker that is known for working with that type of mid-size retail market.

OTHER DIVISION REPORTS:

Young Professionals: Leslie Blake thanked Alli Magit for all her help with the YP's. They held their social at Crystal Lake Brewing and are excited about the new direction of the group and the leadership that is taking over.

FINANCE: Mary Miller presented the final year end financials for June 2018. She noted the \$5,000 grant from the Foundation was not received. She is looking to see when it was pledged so it can be recorded in June. The amount may be \$4,000. Leslie Blake moved to accept the June Financials as presented. Doug McAllister seconded the motion and all approved. Mary Miller asked for a vote on the Operating Reserve Policy and the Investment Policy. Robyn Ostrem moved to accept the Operating Reserve Policy as presented. Robert Zalud seconded the motion and all approved. Dawn Gilman moved to approve the Investment Policy as presented. Matt Horist seconded the motion and all approved.

MEMBERSHIP: Alli Magit reported there were 10 new members and 7 drops ending the month at 930. The retention rate is at 99.24%. Randy Leggee read the new member list. Gary Bonick moved to approve the Membership Report as presented. Dawn Gilman seconded the motion and all approved.

CHAIRMAN REPORT: Randy Leggee passed around Parade thank you letters to be signed. Monday Night Football books were distributed. Jackie Ruiz noted the Board Call lists are for two months as they were not distributed last month. Randy asked everyone to give some thought to this upcoming year as a Board member and welcomes suggestions for the meetings. Randy is asking all Board members to be more visible and let people know you're a Board member. Please try to attend a ribbon cutting, plaque presentation, mixer, forum, etc. in support of our members. He also noted we are looking at having speakers at our meetings in the future. Any suggestions would be appreciated, if you would like to be in charge of setting up speakers please let Randy know. Mary Miller suggested we have speakers come once a quarter. Mary Margaret noted that part of being on the Board is being the hub of information. So if there are subjects that you would like a deeper level of knowledge on please bring them forward.

PRESIDENT'S REPORT: Mary Margaret met with Bill Eich at the Crystal Lake Food Pantry on Community Harvest, The Chamber has been a great partner with the Food Pantry but as their mission has grown we have at times become a hindrance rather than a benefit. As a Chamber event we require all sponsors to be Chamber members. The Food Pantry has many donors who are not Chamber members and therefore could not be sponsors. It was mutually agreed that the Food Pantry will transition to taking over the entire event. We will continue to support it. This allows them to open Community Harvest to other donors in the community and grow.

Mary Margaret explained the Organization Chart and the responsibilities of the different divisions. She asked if this model still works as we are evolving as an organization. If you would like to stay with this model how do you see it progressing? She asked that everyone take some time to think of what your role is as a Board member. Doug asked if she has seen this done a different way. We have Board members more aligned with areas we would like to move into in the future. Other Chambers are rapidly declining and we are still strong. We don't want to move away from what is currently working but we need to use the strategic brain power around the table and push into new areas. Leslie stated we need clear strategic initiatives. Move to more focus groups and task forces. Alli and Mary Margaret met with the Leaders in Action committee to restructure the programs. Mary Miller would like Mary Margaret to send the Board some other models and then we can have a better discussion. It was agreed our current model is outdated and on auto pilot.

OTHER ITEMS FOR BOARD CONSIDERATION: Mary Margaret stated two areas in the Bylaws need to be addressed.

1. The role of President is sometimes referred to as Executive Director or CEO in the Bylaws. Mary Margaret suggested all President references be changed to Executive Officer. Matt Horist moved to change the wording to Executive Officer in all parts of the Bylaws that say President. Doug seconded the motion and all approved.
2. The current policy is written that for an employee's first year of employment they earn one hour of vacation time for every 52 hours worked. Mary Margaret would like to have that changed to two weeks' vacation for the first year to stay competitive in the market place. Dawn Gilman moved for employees to receive a two week vacation for the first year of employment. Robyn Ostrem seconded the motion with the amendment to reflect the employee's employment from 0 – 4 years earn two weeks' vacation on an accrual basis per year. All approved.

UPCOMING EVENTS: Donna Sather reviewed upcoming events.

HEARD AROUND TOWN:

- Randy Leggee introduced Deb Wallenfang who is our new Account Specialist and welcomed her to the Chamber team.
- Sage YMCA playground is now open.
- Plum Garden is open for lunch Monday – Thursday.

Meeting adjourned on a motion by Doug McAllister and seconded by Robyn Ostrem.