

**Crystal Lake Chamber of Commerce**  
**Foundation Board of Directors Minutes – September 3, 2020**

**PREESSENT**: Linda Barrett, Mike Splitt, Vicki Summers, Nick Kubiak, Mike Winnecke, & Kathleen Caldwell

**ABSENT**: Bob Blazier, Deb Finn, Michelle Kidd, Jordan Debbink

**CALL TO ORDER**: Vicki Summers called the meeting to order.

**APPROVAL OF AUGUST MINUTES**: Kathleen Caldwell made a motion to accept the August minutes. Mike Splitt seconded the motion. All approved.

**FINANCE**: Nick Kubiak presented the financial reports, both the July report (which was rejected at the August meeting) and the August report. Nick explained that there were some categorization issues within the July report that needed to be adjusted for clarity and accuracy, namely the Leaders in Action category, the balance of which was shown as zero when it should've read as \$1,400. Mike Splitt made a motion to accept the July report and Linda seconded the motion. All approved.

Once the July report was approved, Nick Kubiak presented the August report, which included \$1,000 of income from Baxter & Woodman and \$1,000 of outgoing funds via scholarship distribution. Linda Barrett made a motion to approve the August finances and Kathleen Caldwell seconded. All approved.

**SCHOLARSHIP PROGRAM UPDATE**: Vicki Summers explained that due to the lack of exposure the Foundation received from the press release that was previously submitted to local media, she would be re-submitting a shortened version of the press release.

**RE-ALLOCATION OF FUNDS TO THE CHAMBER:**

Vicki Summers briefed the Board on the idea that was an agenda item at the August meeting – re-allocating \$500 (typically reserved for the Mark A. Elmore Scholarship) towards the Chamber's new security system. Vicki Summers expressed uncertainty regarding the possibility of this happening, due to the financial impact that would be felt if the GEM Luncheon does not take place in 2021 (due to COVID). Vicki broke down the financial impact of that would take place, but the Board expressed a need to see these numbers before being making their decision – these numbers were detailed in an email Vicki Summers sent out shortly after the meeting adjourned; within said email, Vicki Summers asked for thoughts from the Board members. Linda Barrett, Deb Finn, Mike Winnecke, Michelle Kidd, and Kathleen Caldwell were all in favor of the decision to re-allocate the funds from the Mark A. Elmore scholarship towards the Chamber's security system. Linda Barrett made a motion to approve this decision, which was then seconded by Mike Splitt. All approved.

**GEM LUNCHEON**: Vicki Summers mentioned that Michelle Kidd had expressed uncertainty during the August Board meeting regarding being able to hold the Gem Luncheon in February 2021, with the idea that it would be more beneficial if we moved it back. Vicki Summers stated that she talked with Boulder Ridge and moved the date for the GEM Luncheon to June 3<sup>rd</sup>. Linda Barrett added that we should set up early donation options and make a thank-you video for those that participate in early donations. Kathleen Caldwell asked the Board to come to the October meeting with ideas from other organizations regarding how they're currently fundraising.

**ADJOURN**: The meeting was adjourned on a motion by Vicki Summers, seconded by Linda Barrett. All approved.