

**Crystal Lake Chamber of Commerce
Board of Directors
Minutes
December 20, 2023**

Present: Eric Beier, Michael Buchanan (left 9:01), Ed Dvorak (left 8:25), Lisa Karlov (Zoom), Jeff Lord (Zoom), Andrea Marquez, Kathryn I. Martens (Secretary), Stacy Mason, Ken Pringle, Chris Slack, Randy Smith, Karen Tobin, Grace Todd (Zoom, then arrived in person at 8:09), Tim Urban, Mike Wheeland, Mayor Haig Haleblian, Heather Maieritsch, Economic Development Manager, City of Crystal Lake; Catherine Peterson, President/CEO, Nikki Paoletti, Staff Liaison

Absent: Pierre Garcia, Cameron Hubbard, Leah Jackson, Katie O'Neill

1. Call to Order

1.1. Welcome. The meeting was called to order at 7:38 am by Chair Mike Wheeland.

1.2. City of Crystal Lake. Heather Maieritsch and Mayor Haig Haleblian provided an update:

- Phase 2 has started on Dole Avenue reconstruction, from Rt 14 to Lake Ave. ComEd will start in mid-February and completion of the project should be in mid-June, prior to the start of the Independence Day Parade.
- Work on Water's Edge is continuing due to warmer weather.
- The two tenants looking to occupy the former Bed Bath and Beyond store (40K sf) are Sierra Trading and Burlington. Burlington is moving to a smaller footprint.
- Spark'd, a new marijuana dispensary opened on Rt 31.
- The Mayor welcomed President Peterson. He stressed that there needs to be better communication between Chamber and the City. He hears that businesses are looking for education programs.
- The Mayor answered a few questions about the NVA Transportation project. Info is on the city's website: <https://www.crystallake.org/your-government/departments/community-development/current-projects>

2. Consent Agenda

2.1. Minutes. IT was moved by Stacy Mason and seconded by Karen Tobin to approve the minutes of the November 17th, 2023 Board meeting. All voted Aye. Motion carried.

3. Divisions

3.1 Finance. Due to personnel changes as of November 1, along with the transition to cash accounting, the financial reports are still a work in progress.

3.2. Approve the FY 22/23 Review by Miller Verchota and Form 990 with corrections related to Board members. Discussion ensued. President Peterson will reach out to Matt Barber at Miller Verchota to make the proper corrections to the Form 990.

It was moved by Tim Urban and seconded by Chris Slack to approve the FY 22/23 Review. Ayes – 14, Nays – 1. Motion Carried.

It was moved by Tim Urban and seconded by Eric Beier to approve the FY 22/23 Form 990 as corrected. Ayes – 14, Nays – 1. Motion Carried.

3.3. Transmittal of Profit and Loss Statement July – October 2023. The Board reviewed the QuickBooks report Profit and Loss Statement July – October 2023. As already noted above, due to personnel changes as of November 1, along with the transition to cash accounting, the financial reports are still a work in progress.

3.4. Division Report

Leaders in Action starts Feb 7 and runs for 7 weeks. All new speakers this year. Discussion about how to get the word out.

4. Membership

4.1. Membership reports for November 2023 were included in the Board packet. Membership for November is up from previous months with 17 new members and 11 affiliates. Katie Sinde and Jay Hyde will attend meetings periodically to update the Board on membership and marketing.

4.2. It was moved by Stacy Mason and seconded by Ken Pringle to approve the November 2023 Membership reports. All voted Aye. Motion carried.

5. Chairperson's Report. Chairperson Wheeland welcomed President Peterson and thanked her for her efforts in the first month. He spoke about the Blue Star Banner Program and the presentation at City Hall. There was a donation of \$600.00 given to them from the Networking Groups. President Peterson was asked to touch base with Blue Star to make sure that proper recognition was given. Chairperson Wheeland asked the Board to help with upcoming events and to attend ribbon cuttings and mixers. The EXPO is in the beginning planning stages and we need all hands-on deck. There are a few vacant seats on the Board and Mike asked that the Board think about who should be nominated.

6. President's Report. President Peterson spoke in greater detail of the President's Report that was sent in the Board Packet. She thanked the Board for their patience and grace during the transition. Other Items for Board Consideration. None.

7. Upcoming Events. President Peterson spoke about the State of the Community Luncheon, Leaders in Action, and EXPO.

8. Heard Around Town. There was a question about whether Pierre Garcia was interested in continuing to serve on the Board. Chairperson Wheeland said he would follow up with Pierre.

It was moved by Chris Slack and seconded by Tim Urban to adjourn the Board meeting at 9:17 am. All voted Aye. Motion carried.