

Quincy Chamber of Commerce

PO Box 215, Quincy, CA 95971

Minutes for the Meeting of October 22, 2025, at 7:00 a.m. at The Quincy Hub, 493 Main Street, Quincy

Present – Kevin Trutna, Cheryl Kolb, Kris Miravalle, Susan Scarlett, Lisa Lester. Employee-Jeff Titcomb.
Absent-Robin Wight. Guests-Jake Williams and Ted Stout.

1. **Additions or deletions to the agenda**-skip 3 and 4 due to lack of time.
 2. **Approve minutes from October 8, 2025**- Approved. Susan/Cheryl.
 3. **Financial update**-H/O
 4. **Flower baskets**-H/O
 5. **Safe Trick-or-Treat update**-Cheryl has secured the S-Club and an FRC team for traffic control.
 6. **Mixer at A La'Orange**-Looking at 11/17 for the date. Cheryl will reach out to Laura to coordinate efforts.
 7. **The Quincy Hub**-Jake Williams and Jeff Titcomb have been laid off with IVIH. Jeff is currently working M, TH and Fri for the Chamber and volunteering T and W for IVIH . Cheryl passed out job descriptions for two potential employees. Both Jake and Jeff agreed that the job descriptions were doable. Jake is available to work for the Chamber 24 hours per week. We have ARPA money sufficient to fund 16 hours per week through Dec. 31, 2026. The board went into closed session and returned with an offer that will be effective 10/22/25 and will be formally written in an employment contract to employ Jake for 24 hours as the QCC Exec. Director and up to 16 hours to work on the Digital Optimization Program until the funds are depleted. Cheryl will create the employment contract for everyone's review before she presents it and gets it signed by Jake.
 8. **Strategic Plan updates**-Holdover
 - a. Oversee & fund a Digital Optimization Program – Jake Williams
 - b. Merchant appreciation / awareness program – Lisa
 - c. Marketing plan – Kevin
 - d. Create/update monthly calendars, relocation package, business checklist – Cheryl
 - e. Plan to deal with vacant buildings on Main Street – Kris
 - f. Improve outreach & promote Chamber membership / Annual meeting – Robin
 - g. Individual membership campaign – Susan
 - h. Impact report - Cheryl
 9. **Schedule next meeting / Agenda topics**-with IVIH 10/29/25 at 7:00 am . Next QCC meeting 11/12/25 at 7:00 am.
 10. **Adjourn**-8:00 am
- Submitted for reviewby Kris Miravalle, Secretary, on 10/27/25.