

# Quincy Chamber of Commerce

Minutes for the Meeting of December 3, 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 – Jake Williams, guests: Lara Wheeler, Gina Achilles, Tracy Wixted. Absent-Robin Wight.

1. **Additions or deletions to the agenda** -5-Lara's song.
  2. **Approve minutes from November 12, 2025** -Approved. Susan/Lisa.
  3. **Employee reports**
    - a. **The Quincy Hub stats for November** -2265 guests, \$8709 -Total Sales, \$1541-VC Sales, 250-guests Black Friday and >300 – guests Small Business Saturday.
    - b. **ARPA project** -No update, no time dedicated until after Sparkle.
    - c. **Sparkle update** -5:00 Merchants open, 5:45 Rhythm and Grace, 6:00 West End Theater, 6:15 Beanstalk, 6:30 parade, 7:00 Fire dance, 7:20 Johnny Walker, 7:25 tree lighting countdown, 7:30 Quircus. Paul is lending his equipment for hot cocoa. We will also provide cider.
  4. **Proposal to join Rotary Club** -Jake has been solicited to join Rotary under a corporate membership which costs \$500/yr, not including meals and fines. We already have two board members in Rotary. If an investment was made by the Chamber for Rotary membership, then we would need to calculate the return on our investment, such as how many new members we could expect. It was suggested that Jake goes as a guest with the two board members to get a feel for the potential.
  5. **Lara's song**- Lara provided the board with a song she created about a small town and Sparkle. She asked that we allow it to be played during Sparkle. She may be looking for contributions in the future to promote the song in No. California to promote Sparkle. At this point we had no problem allowing her to play it and introducing it to the community, with no further commitment from us.
  6. **Revise MOU between QCC and IVIH** -Cheryl will re-send out an editable MOU for us to review before our January meeting. Lara said IVIH will share some revision requests at our joint meeting on 12/18.
  7. **Strategic Plan updates**
    - 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** -ALIVE program going into Wellness Cntr.
    - f. **Improve outreach & promote Chamber membership / Annual meeting – Robin**
    - g. **Individual membership campaign – Susan**
    - h. **Impact report - Cheryl**
  8. **Schedule next meeting / Agenda topics** -Jan. 7, 2026. Agenda items-GFF committee, Social Media/Newsletter improvements, MOU, Camera system-Jake will work on a proposal. Request to escalate Strategic plan updates in agenda order in order to put more focus on it.
  9. **Adjourn** 7:56
- Submitted minutes for review on Dec. 3, 2025, by Kris Miravalle, Secretary.  
Approved on 1/7/26

