

# Nitro CVB

## Agenda

April 6, 2021

- Call To order
- Determination of Quorum
- Minutes of last meeting
- Financial Update
  - March Financials – John Young
- Director's Update
  - Visit Nitro Website Update
  - Upcoming and Recent Events Report
  - Nitro Food Pantry
  - Rack Cards Updated
  - Front Door Keys – Collect – New Code
  - Trout Stocking
- New Business
  - New Board Member – Jason Redman
  - 2021 Event Calendar
  - Ball Field Sign – Nitro Girls Softball
  - Nitro Business Video
  - Nitro Wars Museum
- Other
- Adjourn

## Minutes

### The City of Nitro Convention and Visitors Bureau

March 2, 2021

The Nitro Convention and Visitors Bureau met on Tuesday, March 2, 2021. The meeting was called to order by Chairman Bill Javins and held at the CVB office, with social distancing in place. Those attending the meeting in person were Bill Javins, Bill Fortune, Ivan Meadows, Mayor Dave Casebolt, Julia Washington, Tracy Toler and John Young. Attending the meeting by phone were Susan Valleau and Carmen Kostelansky. Also in attendance was CVB Executive Director Joe Stevens.

A quorum was determined, and the minutes were reviewed and a motion to accept the minutes of the previous meeting was made by Ivan Meadows and seconded by Bill Fortune. The motion was adopted.

A financial report was presented by Treasurer John Young and a motion to accept the report was made by Julia Washington and seconded by Tracey Toler. The motion was adopted.

Stevens reported that with the governor reducing the lodging restrictions, additional rooms at the casino will soon be opening back up.

Joe Stevens presented the board his Director's report. The Visit Nitro Website has been updated and is current, upcoming events includes an Easter Drive Thru in library parking lot on March 27 and an Easter Bunny Fire Truck parade on March 30. There was also considerable discussion on other events on the schedule and it was agreed that all would be handled on a case-by-case basis. An update on Get It To Go In Nitro was given and discussion was conducted on further restaurants joining in the program.

In New Business, Stevens went over the 2021 event calendar, noting that the dates were just place marks and things could and probably would change. There was also discussion on Nitro Business Videos and the CVB working with the NDA's Small Business Committee on the project. More details at the next board meeting.

Bill Fortune informed the board that the new Nitro Food Pantry would be opening on Tuesday, April 6 at West Sattes School.

The meeting was adjourned at 4:45 pm on a motion by Julia Washington and seconded Tracy Toler. The next meeting to take place, Tuesday, April 6, 2021.

**Confirmed**  
**City of Nitro**  
**Fairs & Festivals Events**  
**2021**

**Fix Em' Kanawha Valley Winter Series – Sunday, February 28**

**Shamrock Shuffle 5K Trail Run – Saturday, March 20**

**Easter Bunny Drive Thru – Saturday, March 27 – Nitro Public Library**

**Easter Fire Truck Parade – Tuesday, March 30**

**Rivers To Ridges 5k Mountain Bike/Trail Run – Sunday, April 18.**

**Third Floor Comics Mini-Con – Saturday, May 22**

**Flag of Honor (Motorcycle Event) – May 26 & 27**

**Family Movie Night- June 8, 15, & 22 & July 6**

**Riverfest – June 17 – 20**

**Taste of Nitro - July 10**

**Nitro Fishing Tournament I – Friday – July 23**

**Ridenour Regatta – July 24**

**City of Nitro Catfish Tournament II – Friday, August 20, 2021**

**Labor Day Fireworks – Sunday, September 5, City Park ???????**

**City of Nitro Fishing Tournament III – Friday, September 24, 2021 – Nitro Football?**

**Festival of Fright - October 9 (Rain date October 16) – Night Time Horror Movies at Ridenour Lake**

**Halloween Hoedown - October 26 (Rain date October 29)**

**Veteran's Day Ceremony - November 10-11**

**Wagging Tails & Nitro Ales - November ??????????**

**Christmas Parade - December 4**

CITY OF NITRO CONVENTION & VISITORS CY  
Balance Sheet  
March 31, 2021

ASSETS

Current Assets		
Regular Checking Account	\$	<u>75,038.16</u>
Total Current Assets		75,038.16
Property and Equipment		
Furniture and Fixtures	2,000.00	
Equipment	6,095.48	
Accum. Depreciation	<u>(6,523.00)</u>	
Total Property and Equipment		1,572.48
Other Assets		
Total Other Assets		<u>0.00</u>
Total Assets		\$ <u><u>76,610.64</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Total Current Liabilities		<u>0.00</u>
Long-Term Liabilities		
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		0.00
Capital		
Retained Earnings	\$ 64,672.38	
Net Income	<u>11,938.26</u>	
Total Capital		<u>76,610.64</u>
Total Liabilities & Capital		\$ <u><u>76,610.64</u></u>

CITY OF NITRO CONVENTION & VISITORS CY  
Income Statement  
For the Nine Months Ending March 31, 2021

	Current Month Actual	Current Month LY	Year to Date Current Year	Year to Date LY
<b>Revenues</b>				
Events Registration	\$ 0.00	\$ 0.00	\$ 0.00	4,572.29
Hotel Motel Tax 50%	0.00	0.00	26,764.89	59,897.70
<b>Total Revenues</b>	<u>0.00</u>	<u>0.00</u>	<u>26,764.89</u>	<u>64,469.99</u>
<b>Expenses</b>				
<b>Cost of Goods Sold</b>				
Cost of Festivals	0.00	0.00	4,850.00	0.00
Materials Purchased	0.00	0.00	0.00	1,142.05
Sponsorships	0.00	0.00	1,000.00	80.24
Sponsorships Bands	0.00	0.00	0.00	4,050.00
<b>Total Costs of Goods Sold</b>	<u>0.00</u>	<u>0.00</u>	<u>5,850.00</u>	<u>5,272.29</u>
<b>Expenses</b>				
Bank Charges Expense	0.00	0.00	0.00	8.00
Advertising	0.00	0.00	276.00	14,516.11
Professional Services	0.00	0.00	0.00	9,573.35
Dues & Subscriptions	399.38	72.70	1,710.63	1,114.83
Social Media Expense	0.00	0.00	1,200.00	1,016.14
Occupancy Expense	600.00	600.00	5,400.00	5,400.00
Maintenance Expense	0.00	0.00	390.00	0.00
Travel Expense	0.00	0.00	0.00	446.51
<b>Total Expenses</b>	<u>999.38</u>	<u>672.70</u>	<u>14,826.63</u>	<u>37,347.23</u>
<b>Net Income</b>	<u>\$ (999.38)</u>	<u>\$ (672.70)</u>	<u>\$ 11,938.26</u>	<u>27,122.76</u>

For Management Purposes Only