

Nitro CVB

Agenda

February 1, 2022

- Call To order
- Determination of Quorum
- Minutes of January meeting
- Financial Update
 - January Financials – Joe Stevens (John Young on vacation)
- Director's Update
 - Upcoming and Recent Events Report
 - Tourism Day – State Capitol
 - 2022 Event Calendar
 - Easter In Nitro
 - City of Nitro Commercial
- New Business
 - Restaurant/Business List – Travel Tournaments
 - Nitro Wars Museum - Carmen
- Other
- Adjourn

Minutes

The City of Nitro Convention and Visitors Bureau

January 18, 2022

The Nitro Convention and Visitors Bureau met on Tuesday, January 18, 2022. The meeting was called to order at 6:00 pm by Board Member Bill Fortune (subbing for Chairman Bill Javins) and held in City Council chambers. Those attending the meeting in person were Susan Valleau, Carmen Kostelansky, Dave Casebolt, Bill Fortune, Ivan Meadows, Tracey Toler, Jason Redman and John Young. Attending by phone was Julia Washington. 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 Jason Redman and seconded by Susan Valleau. The motion was adopted.

A financial report was presented by Treasurer John Young and a motion to accept the report was made by Ivan Meadows and seconded by Susan Valleau. The motion was adopted.

Joe Stevens presented the board his director's report. Stevens reported on upcoming and recent events. Stevens reported to the board that the following events were well attended and were successful. Those included the Christmas Parade, Christmas Decorating Contest, Santa Touring City neighborhoods, 12 Days of Christmas Campaign. There was discussion on the 2022 Christmas parade about how the lineup can be better handled. Stevens said work continues on a promotional video on Ridenour Lake. Stevens also spoke of the new TV commercial Mayor Casebolt recorded and how it was being used in Nitro High School Sports productions.

In New Business, Carmen Kostelansky reported that visitation continues to be up in the Wars Museum despite the weather turning cold. Stevens also reported that a business/Restaurant handout has been prepared for upcoming travel sporting events in Nitro. Stevens reported he was attending the WVHTA/WVACVB annual meetings in Charleston on Wednesday.

The meeting was adjourned at 6:30 pm on a motion by Jason Redmen and seconded Ivan Meadows. The next meeting to take place, Tuesday, February 1, 2022.

CITY OF NITRO CONVENTION & VISITORS CY
Balance Sheet
January 31, 2022

ASSETS

Current Assets		
Regular Checking Account	\$	56,578.45
Cash-Tournaments		499.98
		<hr/>
Total Current Assets		57,078.43
Property and Equipment		
Furniture and Fixtures		2,000.00
Equipment		6,095.48
Accum. Depreciation		(7,223.00)
		<hr/>
Total Property and Equipment		872.48
Other Assets		
		<hr/>
Total Other Assets		0.00
		<hr/>
Total Assets	\$	<u><u>57,950.91</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
		<hr/>
Total Current Liabilities		0.00
Long-Term Liabilities		
Notes Payable-Noncurrent	\$	500.00
		<hr/>
Total Long-Term Liabilities		500.00
		<hr/>
Total Liabilities		500.00
Capital		
Retained Earnings		53,194.90
Net Income		4,256.01
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Total Capital		57,450.91
		<hr/>
Total Liabilities & Capital	\$	<u><u>57,950.91</u></u>

CITY OF NITRO CONVENTION & VISITORS CY
Income Statement
For the Seven Months Ending January 31, 2022

	Current Month Actual	Current Month Budget	Current Month LY	Year to Date Current Year
Revenues				
Events Registration	\$ 0.00	\$ 166.00	\$ 0.00	\$ 0.00
Hotel Motel Tax 50%	0.00	8,000.00	0.00	18,172.05
Sponsorship Income	0.00	334.00	0.00	0.00
Total Revenues	0.00	8,500.00	0.00	18,172.05
Expenses				
Cost of Goods Sold				
Cost of Sales-Fireworks	0.00	417.00	0.00	0.00
Cost of Festivals	0.00	279.00	0.00	0.00
Sponsorships	0.00	833.00	0.00	1,260.02
Sponsorships Bands	0.00	559.00	0.00	500.00
Total Costs of Goods Sold	0.00	2,088.00	0.00	1,760.02
Expenses				
Advertising	0.00	1,291.00	0.00	5,130.00
Professional Services	0.00	833.00	0.00	1,370.50
Employee Benefit Programs Exp	0.00	405.00	0.00	0.00
Dues & Subscriptions	574.94	167.00	74.38	1,267.81
Social Media Expense	0.00	667.00	0.00	0.00
Supplies Expense	0.00	167.00	0.00	187.71
Telephone Expense	0.00	75.00	0.00	0.00
Postage and Shipping Expense	0.00	83.00	0.00	0.00
Occupancy Expense	600.00	600.00	600.00	4,200.00
Insurance Expense	0.00	50.00	0.00	0.00
Maintenance Expense	0.00	42.00	390.00	0.00
Printing Expense	0.00	208.00	0.00	0.00
Travel Expense	0.00	167.00	0.00	0.00
Conferences Expense	0.00	83.00	0.00	0.00
Payroll Tax Expense	0.00	130.00	0.00	0.00
Wages Expense	0.00	1,442.00	0.00	0.00
Total Expenses	1,174.94	8,498.00	1,064.38	13,916.04
Net Income	\$ (1,174.94)	\$ 2.00	\$ (1,064.38)	\$ 4,256.01

CITY OF NITRO CONVENTION & VISITORS CY
Income Statement
For the Seven Months Ending January 31, 2022

Year to Date Budget	Year to Date LY	
		Revenues
1,162.00	0.00	
56,000.00	20,798.97	
2,338.00	0.00	
59,500.00	20,798.97	
		Expenses
		Cost of Goods Sold
2,919.00	0.00	
1,953.00	0.00	
5,831.00	1,000.00	
3,913.00	0.00	
14,616.00	1,000.00	
		Expenses
9,037.00	276.00	
5,831.00	0.00	
2,835.00	0.00	
1,169.00	1,236.87	
4,669.00	0.00	
1,169.00	0.00	
525.00	0.00	
581.00	0.00	
4,200.00	4,200.00	
350.00	0.00	
294.00	390.00	
1,456.00	0.00	
1,169.00	0.00	
581.00	0.00	
910.00	0.00	
10,094.00	0.00	
59,486.00	7,102.87	
14.00	13,696.10	

**Tentative
City of Nitro
Fairs & Festivals Events
2022**

Fix Em' Kanawha Valley Winter Series – Sunday, February 27

Shamrock Shuffle 5K Trail Run – Saturday, March 12 – Ridenour Lake

Easter Bunny Drive Thru – Saturday, April 9 (Location TBA)

Easter Fire Truck Parade – Tuesday, April 12

Nitro Farmer's Market – Saturday, April 16 – Living Memorial Park

Nitro Antique Car Club Cruise In – Friday, May 6

Nitro Farmer's Market – Saturday, May 21 – Living Memorial Park

Flag of Honor (Motorcycle Event) – May 25 & 26

Nitro Antique Car Club Cruise In – Friday, June 3

City-Wide Community Yard Sale – Saturday, June 4

Family Drive-In Movie Night- June 7, 14, & 21 & July 5

Third Floor Comics Mini-Con – Saturday, June 11 – Living Memorial Park

Nitro Farmer's Market – Saturday, June 18 – Living Memorial Park

Nitro Antique Car Club Cruise In – Friday, July 8

Nitro Food Pantry 5k – Saturday, July 9

Taste of Nitro – Saturday, July 9

Nitro Farmer's Market – Saturday, July 16 – Living Memorial Park

Nitro Fishing Tournament I – Friday – July 22

MadFest at Ridenour Lake – Saturday, July 30

Nitro Antique Car Club Cruise In – Friday, August 5

City of Nitro Catfish Tournament II – Friday, August 19

Nitro Farmer's Market – Saturday, August 20 – Living Memorial Park

Riverfest – August 24 – 28 (Tentative)

Nitro Jeepfest – Saturday, September 3, Nitro Library Parking Lot

Labor Day Fireworks – Sunday, September 4, City Park

Nitro Antique Car Club Annual Car Show – Saturday, September 10

Nitro Farmer's Market – Saturday, September 17 – Living Memorial Park

City of Nitro Fishing Tournament III – Friday, September 23

City-Wide Community Yard Sale – Saturday, October 1, 2021

Nitro Antique Car Club Cruise In – Friday, October 7

Nitro CVB XC Invitational – Saturday, October 8 – Ridenour Lake

Nitro Farmer's Market – Saturday, October 15 – Living Memorial Park

Festival of Freight/Shock A Con/Horror Drive-In Films – Saturday, October 22

Halloween Hoedown - October 26 (Rain date October 29) – Nitro Library Parking Lot

Veteran's Day Ceremony - November 10-11

Wagging Tails 5K – Saturday, November 12

Wagging Tails Chili Cookoff, Smoke On The Water Edition – Saturday, November 12

Nitro Farmer's Market – Saturday, November 19 – Living Memorial Park

Christmas Parade - December 3 or 10