

Nitro CVB

Agenda

November 2, 2021

- Call To order
- Determination of Quorum
- Minutes of last meeting
- Financial Update
 - October Financials
- Director's Update
 - Upcoming and Recent Events Report
 - Halloween Hoedown
 - Veterans Day
 - Chili Cookoff
 - Christmas Parade
 - Ridenour Lake Promo Video
- New Business
 - Nitro Wars Museum - Carmen
- Other
- Adjourn

Minutes

The City of Nitro Convention and Visitors Bureau

October 5, 2021

The Nitro Convention and Visitors Bureau met on Tuesday, September 7, 2021. The meeting was called to order at 6:00 pm by Chairman Bill Javins and held in City Council chambers. Those attending the meeting in person were Bill Javins, Susan Valleau, Dave Casebolt, Julia Washington, Jason Redman, Ivan Meadows (by phone) and John Young. 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 John Young and seconded by Julia Washington. 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 Dave Casebolt. The motion was adopted.

Joe Stevens presented the board his director's report. Stevens reported on upcoming and recent events. Noting that the CVB XC Invitational attracted 1200 people to Ridenour Lake. On the same day the City Yard Sale was conducted, so the city was quite busy on October 2. Stevens displayed for the board the Ridenour Lake article that was in a special tourism edition of the Gazette-Mail. Stevens said the final Catfish Tournament went well and attracted a large number of fishermen. Stevens also went over the changes in the upcoming Halloween Hoedown on October 26. Stevens said work has begun on a promotional video on Ridenour Lake.

In New Business, Stevens informed the board the Wars Museum was open again. Work has started on the Christmas Parade for December 4 and the Chili Cookoff on November 13.

The meeting was adjourned at 6:30 pm on a motion by John Young and seconded Julia Washington. The next meeting to take place, Tuesday, November 2, 2021.

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

ASSETS

Current Assets		
Regular Checking Account	\$	63,272.83
Cash-Tournaments		500.00
		63,772.83
Total Current Assets		
Property and Equipment		
Furniture and Fixtures		2,000.00
Equipment		6,095.48
Accum. Depreciation		(7,223.00)
		872.48
Total Property and Equipment		
Other Assets		
		0.00
Total Other Assets		
Total Assets	\$	64,645.31

LIABILITIES AND CAPITAL

Current Liabilities		
		0.00
Total Current Liabilities		
Long-Term Liabilities		
Notes Payable-Noncurrent	\$	500.00
		500.00
Total Long-Term Liabilities		
Total Liabilities		
Capital		
Retained Earnings		53,194.90
Net Income		10,950.41
		64,145.31
Total Capital		
Total Liabilities & Capital	\$	64,645.31

Unaudited - For Management Purposes Only

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

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

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	Current Month Actual	Current Month Budget	Current Month LY	Year to Date Current Year	Year to Date Budget	Year to Date LY
Revenues						
Events Registration	\$ 0.00	\$ 166.00	\$ 0.00	\$ 0.00	664.00	0.00
Hotel Motel Tax 50%	8,256.39	8,000.00	0.00	18,172.05	32,000.00	13,696.26
Sponsorship Income	0.00	334.00	0.00	0.00	1,336.00	0.00
Total Revenues	8,256.39	8,500.00	0.00	18,172.05	34,000.00	13,696.26
Expenses						
Cost of Goods Sold						
Cost of Sales-Fireworks	0.00	417.00	0.00	0.00	1,668.00	0.00
Cost of Festivals	0.00	279.00	0.00	0.00	1,116.00	0.00
Sponsorships	260.02	833.00	1,000.00	1,260.02	3,332.00	1,000.00
Sponsorships Bands	0.00	559.00	0.00	500.00	2,236.00	0.00
Total Costs of Goods Sold	260.02	2,088.00	1,000.00	1,760.02	8,352.00	1,000.00
Expenses						
Advertising	280.00	1,291.00	0.00	1,800.00	5,164.00	276.00
Professional Services	0.00	833.00	0.00	528.10	3,332.00	0.00
Employee Benefit Programs Exp	0.00	405.00	0.00	0.00	1,620.00	0.00
Dues & Subscriptions	323.53	167.00	73.69	545.81	668.00	1,015.11
Social Media Expense	0.00	667.00	0.00	0.00	2,668.00	0.00
Supplies Expense	0.00	167.00	0.00	187.71	668.00	0.00
Telephone Expense	0.00	75.00	0.00	0.00	300.00	0.00
Postage and Shipping Expense	0.00	83.00	0.00	0.00	332.00	0.00
Occupancy Expense	0.00	600.00	600.00	2,400.00	2,400.00	2,400.00
Insurance Expense	0.00	50.00	0.00	0.00	200.00	0.00
Maintenance Expense	0.00	42.00	0.00	0.00	168.00	0.00
Printing Expense	0.00	208.00	0.00	0.00	832.00	0.00
Travel Expense	0.00	167.00	0.00	0.00	668.00	0.00
Conferences Expense	0.00	83.00	0.00	0.00	332.00	0.00
Payroll Tax Expense	0.00	130.00	0.00	0.00	520.00	0.00
Wages Expense	0.00	1,442.00	0.00	0.00	5,768.00	0.00
Total Expenses	863.55	8,498.00	1,673.69	7,221.64	33,992.00	4,691.11
Net Income	\$ 7,392.84	\$ 2.00	\$ (1,673.69)	\$ 10,950.41	8.00	9,005.15

For Management Purposes Only

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CITY OF NITRO CONVENTION & VISITORS CY
Account Register
For the Period From Oct 1, 2021 to Oct 31, 2021
10200 - Regular Checking Account

Filter Criteria includes: Report order is by Date.

Date	Trans No	Type	Trans Desc	Deposit Amt	Withdrawal Amt	Balance
			Beginning Balance			55,879.99
10/12/21	3472	Withdraw	WV RADIO CORP		280.00	55,599.99
10/12/21	3473	Withdraw	SUDDENLINK		73.53	55,526.46
10/15/21	101521	Deposit	CITY OF NITRO	3,505.08		59,031.54
10/15/21	3474	Withdraw	INDUSTRIAL SANITATI		260.02	58,771.52
10/25/21	3475	Withdraw	WV Hospitality & Travel		250.00	58,521.52
10/29/21	102921	Deposit	CITY OF NITRO	4,751.31		63,272.83
			Total	8,256.39	863.55	

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

Nitro Fishing Tournament I – Friday – July 23

Nitro Pantry 5k – Saturday, July 24

Ridenour Regatta – Saturday, July 24

Nitro Antique Car Club Cruise In – Friday, August 6, 2021

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

Nitro Jeepfest – Saturday, September 4, Nitro Library Parking Lot

Labor Day Fireworks – Sunday, September 5, City Park

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

Nitro CVB XC Invitational – Saturday, October 2, 2021 – Ridenour Lake

City-Wide Community Yard Sale – Saturday, October 2, 2021

Halloween Trunk & Treat (Special Needs) – October 24 – Nitro Library Parking Lot

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

Veteran's Day Ceremony - November 10-11

Wagging Tails 5K – Saturday, November 13

Wagging Tails Chili Cookoff, Smoke On The Water Edition – Saturday, November 13

Christmas Parade - December 4