

**NITRO CVB BOARD OF DIRECTORS MEETING AGENDA  
SEPTEMBER 6, 2016 ~ 6:00 PM**

Call to Order: Bill Racer, Chairman  
Introduction of New Board Member: Carmen Kostelansky

Secretary's Report: Mayor Casebolt

Financial Report: John Young, Treasurer

New Business:

- WV Governor's Conference
- Classic Halloween Movie Night

Old Business:

- BoomTown Days

Other:

Adjournment

The next CVB Board meeting is scheduled for Oct. 4, 2016

## David Casebolt

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**From:** Dave Casebolt <caseboltdave@gmail.com>  
**Sent:** Tuesday, September 6, 2016 9:21 PM  
**To:** dcasebolt@cityofnitro.org  
**Subject:** NITRO CVB BOARD OF DIRECTORS MEETING AGENDA

### NITRO CVB BOARD OF DIRECTORS MEETING AGENDA September 6th, 2016 @6:00 PM

Call to Order: Linda Quinn facilitated the meeting and called it to order at 6pm.

In attendance was Dave Casebolt, Bill Javins, John Young, Ivan Meadows, Bob Lagg, Vicki Shumate Jackson, Bill Racer, Carmen Kostelansky, John Slater

#### Welcome and Introductions

Introduction of new Board member, Carmen Kostelansky

#### Secretary's Report: Dave Casebolt

Review of minutes from August 2nd, meeting minutes Dave makes a motion to approve the minutes as written with a second from John Young. Motion passed.

#### Financial Report: John Young

Financials were provided by John and are attached to the meeting minutes. John Young makes a motion to accept the financials as presented with a second from Bill Javins. Motion passed.

#### Old Business

##### \* BoomTown Days

BoomTown Days will be this weekend and will include a parade on Saturday morning starting at 8:30.

#### New Business

\* WV Governors Conference Linda is scheduled to attend the Governors Conference on Tourism, September 25th-28th. Dave makes a motion with a second from Vicki to pay the expense of the trip that includes room, conference and per diem, mileage.

\* Classic Halloween Movie Night Jim Caudell will be having a old time horror movie night at the lake on October 8th at Ridenour Lake. He has requested \$100 for the event. John Slater made a motion with a second from John Young to approve the expense. Motion passed.

Other

Discussion was held about the Halloween Hoedown on October 22nd. Ivan suggested advertising Boo

#### Adjournment

Bill Javins makes a motion to adjourn with a second from Dave. Motion passed.

The next Board meeting will be held on October 4, 2016 at 6:00 pm

Sent from my iPad=

## 2016-2017 NITRO CVB BOARD OF DIRECTORS

### OFFICERS:

*Chairman: Bill Racer*  
*Vice Chair: John Slater*  
*Secretary: Dave Casebolt*  
*Treasurer: John Young*

### EXECUTIVE DIRECTOR

*Linda Quinn Keeling*  
*304-932-2300 CVB cell*  
*304-721-9800 office*

### BOARD MEMBERS

*Term Ending July*

Dave Casebolt Mayor, City of Nitro 304- 419-2333 c	<a href="mailto:dcasebolt@cityofnitro.org">dcasebolt@cityofnitro.org</a>	2019
John Young Treasure, City of Nitro 304-541-0823 c	<a href="mailto:jyoung@cityofnitro.org">jyoung@cityofnitro.org</a>	2018
Bill Racer Nitro City Councilman 304-982-0551	516 5 <sup>th</sup> St. Nitro	2018
John Slater DNR and Nitro Moose 304-552-3267	<a href="mailto:john.d.slater@wv.gov">john.d.slater@wv.gov</a>	2017
Bill Javins Nitro City Councilman Real Estate 304-539-5211	<a href="mailto:billjsvins@aol.com">billjsvins@aol.com</a>	2017
Robert Lagg Manager, Mardi Gras Casino & Resort 304-776-1000	<a href="mailto:rlagg@mgwva.com">rlagg@mgwva.com</a>	2018
Vicki Shumate-Jackson Senior Account Executive, WV Radio 304-342-8131 x 615	<a href="mailto:vsj@wvradio.com">vsj@wvradio.com</a>	2018
Ivan Meadown Retired Nitro Citizen Nitro Committees 304-881-6296	210 Dupont Ave. Nitro	2019
Susan Valleau Nitro Citizen Nitro Branding Committee 304-550-4462	<a href="mailto:suzmu73@juno.com">suzmu73@juno.com</a>	2019
Carmen Kostelansky Nitro Citizen, Historic Commission 304-549-2213	<a href="mailto:firstpresbynut@aol.com">firstpresbynut@aol.com</a>	2017

CITY OF NITRO CONVENTION & VISITORS CY  
Balance Sheet  
August 31, 2016

ASSETS

Current Assets		
Regular Checking Account	\$	<u>52,615.51</u>
Total Current Assets		52,615.51
Property and Equipment		
Furniture and Fixtures		2,000.00
Equipment		3,113.00
Accum. Depreciation - Equipmen		<u>(1,904.71)</u>
Total Property and Equipment		3,208.29
Other Assets		
Deposits		<u>512.50</u>
Total Other Assets		<u>512.50</u>
Total Assets		\$ <u><u>56,336.30</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
State Payroll Taxes Payable	\$	78.00
SUTA Payable		<u>0.03</u>
Total Current Liabilities		78.03
Long-Term Liabilities		
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		78.03
Capital		
Retained Earnings		60,479.48
Net Income		<u>(4,221.21)</u>
Total Capital		<u>56,258.27</u>
Total Liabilities & Capital		\$ <u><u>56,336.30</u></u>

**CITY OF NITRO CONVENTION & VISITORS CY  
General Ledger  
For the Period From Aug 1, 2016 to Aug 31, 2016**

Filter Criteria includes: 1) IDs from 10200 to 10200. Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
10200	8/1/16			Beginning Balance			53,116.84
Regular Checking Acc	8/1/16	2943	CDJ	NITRO DEVELOP		600.00	
	8/1/16	2946	CDJ	WVPEIA		196.00	
	8/3/16	ach224076	CDJ	Huntington Bank		263.43	
	8/3/16	2947	CDJ	TSG CONSULTIN		1,250.00	
	8/3/16	2948	CDJ	CHARLESTON PA		500.00	
	8/3/16	2949	CDJ	CHARLESTON PA		500.00	
	8/3/16	2950	CDJ	INDUSTRIAL SANI		262.00	
	8/3/16	2951	CDJ	SUDDENLINK		207.35	
	8/3/16	2952	CDJ	AT& T		133.14	
	8/12/16	2953	PRJ	LINDA A. Keeling		826.66	
	8/12/16	2954	CDJ	MPLC		695.06	
	8/12/16	2955	CDJ	INTER-QUEST, C		30.00	
	8/12/16	2956	CDJ	KANAWHA PARK		580.00	
	8/12/16	ach081216	CDJ	Huntington Bank		263.43	
	8/15/16	ach752448	CDJ	WV STATE TAX D		78.00	
	8/19/16	ach081016	CRJ	BAYER CROPSCI	2,500.00		
	8/19/16	2957	CDJ	UNITED BANKCA		500.84	
	8/19/16	ach081716	CRJ	MARDI GRAS	10,510.31		
	8/29/16	2958	PRJ	LINDA A. Keeling		826.66	
	8/29/16	2959	CDJ	WVPEIA		295.20	
	8/29/16	2966	CDJ	WVPEIA		196.00	
	8/29/16	2961	CDJ	NITRO DEVELOP		600.00	
	8/29/16	2962	CDJ	AT& T		148.14	
	8/29/16	2963	CDJ	MONOGRM PLUS		1,500.00	
	8/29/16	2964	CDJ	HURRICANE TRO		1,499.00	
	8/31/16	ach258205	CDJ	Huntington Bank		263.43	
	8/31/16	08/31/16	GEN	Service Charge		47.30	
	8/31/16	2965	CDJ	TSG CONSULTIN		1,250.00	
				Current Period Cha	13,010.31	13,511.64	-501.33
	<b>8/31/16</b>			<b>Ending Balance</b>			<b>52,615.51</b>

CITY OF NITRO CONVENTION & VISITORS CY  
Income Statement  
For the Two Months Ending August 31, 2016

	Current Month Actual	Current Month Budget	Current Month LY	Year to Date Current Year	Year to Date Budget	Year to Date LY
<b>Revenues</b>						
Contributions-Unrestricted	\$ 10,510.31	\$ 0.00	\$ 0.00	\$ 10,510.31	0.00	0.00
Program Service Revenue	0.00	8,848.00	10,408.82	9,448.39	17,696.00	18,578.15
Contributions-Restricted	2,500.00	0.00	175.00	2,500.00	0.00	175.00
<b>Total Revenues</b>	<b>13,010.31</b>	<b>8,848.00</b>	<b>10,583.82</b>	<b>22,458.70</b>	<b>17,696.00</b>	<b>18,753.15</b>
<b>Expenses</b>						
<b>Cost of Goods Sold</b>						
Cost of Sales-Rentals	1,580.00	0.00	1,000.00	1,080.00	0.00	1,500.00
Materials Purchased	0.00	0.00	173.46	939.88	0.00	723.46
Winnings & Trophies	1,499.00	0.00	0.00	1,499.00	0.00	0.00
Sponsorships	2,262.84	2,525.00	1,206.33	9,883.88	5,050.00	3,151.17
<b>Total Costs of Goods Sold</b>	<b>5,341.84</b>	<b>2,525.00</b>	<b>2,379.79</b>	<b>13,402.76</b>	<b>5,050.00</b>	<b>5,374.63</b>
<b>Expenses</b>						
Bank Chargest Expense	47.30	42.00	37.02	91.69	84.00	76.77
Advertising	2,500.00	2,084.00	2,795.00	3,361.00	4,168.00	2,795.00
Employee Benefit Programs Exp	687.20	358.00	461.00	1,319.40	716.00	1,108.00
Dues & Subscriptions	902.41	275.00	884.71	1,128.32	550.00	1,087.99
Internet Expense	30.00	30.00	30.00	60.00	60.00	30.00
Supplies Expense	0.00	125.00	142.90	0.00	250.00	432.90
Telephone Expense	281.28	121.00	96.78	424.38	242.00	290.36
Postage and Shipping Expense	0.00	25.00	0.00	0.00	50.00	0.00
Occupancy Expense	1,200.00	600.00	600.00	1,800.00	1,200.00	600.00
Insurance Expense	0.00	42.00	0.00	576.00	84.00	278.00
Conferences Expense	0.00	25.00	0.00	0.00	50.00	0.00
Payroll Tax Expense	160.48	217.00	187.28	320.96	434.00	411.75
Wages Expense	2,097.70	2,380.00	2,448.00	4,195.40	4,760.00	5,100.00
<b>Total Expenses</b>	<b>13,248.21</b>	<b>8,849.00</b>	<b>10,062.48</b>	<b>26,679.91</b>	<b>17,698.00</b>	<b>17,585.40</b>

For Management Purposes Only

CITY OF NITRO CONVENTION & VISITORS CY  
Income Statement  
For the Two Months Ending August 31, 2016

	Current Month Actual	Current Month Budget	Current Month LY	Year to Date Current Year	Year to Date Budget	Year to Date LY
Net Income	\$ (237.90)	\$ (1.00)	\$ 521.34	\$ (4,221.21)	\$ (2.00)	\$ 1,167.75



THE HUNTINGTON NATIONAL BANK  
 PO BOX 1558 EA1W37  
 COLUMBUS OH 43216-1558



THE NITRO CONVENTION & BUSINESS BUR  
 PO BOX 395  
 NITRO WV 25143-0395

Have a Question or Concern?

Stop by your nearest  
 Huntington office or  
 contact us at:

1-800-480-2001

www.huntington.com/  
 businessresources

**Huntington Analyzed Checking**

**Account: 01221213866**

<b>Statement Activity From:</b>		<b>Beginning Balance</b>	<b>\$53,785.08</b>
<b>08/01/16 to 08/31/16</b>		<b>Credits (+)</b>	<b>13,010.31</b>
		Regular Deposits	13,010.31
Days in Statement Period	31	<b>Debits (-)</b>	<b>7,576.00</b>
Average Ledger Balance*	56,903.02	Regular Checks Paid	6,707.71
Average Collected Balance*	56,822.37	Electronic Withdrawals	868.29
* The above balances correspond to the service charge cycle for this account.		<b>Total Service Charges (-)</b>	<b>47.30</b>
		<b>Ending Balance</b>	<b>\$59,172.09</b>

**Deposits (+)**

**Account: 01221213866**

Date	Amount	Serial #	Type	Date	Amount	Serial #	Type
08/10	2,500.00	153061356	Brch/ATM	08/17	10,510.31	152426995	Brch/ATM

**Checks (-)**

**Account: 01221213866**

Date	Amount	Check #	Date	Amount	Check #
08/02	600.00	2943	08/18	695.06	2954
08/02	196.00	2946*	08/19	30.00	2955
08/08	1,250.00	2947	08/19	580.00	2956
08/18	262.00	2950*	08/24	500.84	2957
08/16	207.35	2951	08/30	826.66	2958
08/16	133.14	2952	08/29	600.00	2961*
08/15	826.66	2953			

(\*) Indicates the prior sequentially numbered check(s) may have 1) been voided by you 2) not yet been presented 3) appeared on a previous statement or 4) been included in a list of checks.

**Other Debits (-)**

**Account: 01221213866**

Date	Amount	Description
08/03	263.43	IRS USATAXPYMT 080316 270661622240763
08/17	263.43	IRS USATAXPYMT 081716 270663073651320

Investments are offered through the Huntington Investment Company, Registered Investment Advisor, member FINRA/SIPC, a wholly-owned subsidiary of Huntington Bancshares Inc.

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**Other Debits (-)**

*Account: 01221213866*

Date	Amount	Description
08/17	78.00	WVTREASURY WWTAXPAYPB 160817 STO1872936960
08/31	263.43	IRS USATAXPYMT 083116 270664442582057

**Service Charge Detail**

*Account: 01221213866*

Date	Service Charge (-)	Waives and Discounts (+)	Description
08/15	47.30		PRIOR MONTH'S SERVICE CHARGES

**Service Charge Summary**

*Account: 01221213866*

Previous Month Service Charges (-)	\$47.30
Total Service Charges (-)	\$47.30

**Balance Activity**

*Account: 01221213866*

Date	Balance	Date	Balance	Date	Balance
07/31	53,785.08	08/15	53,101.69	08/24	60,862.18
08/02	52,989.08	08/16	52,761.20	08/29	60,262.18
08/03	52,725.65	08/17	62,930.08	08/30	59,435.52
08/08	51,475.65	08/18	61,973.02	08/31	59,172.09
08/10	53,975.65	08/19	61,363.02		

**In the Event of Errors or Questions Concerning Electronic Fund Transfers** (electronic deposits, withdrawals, transfers, payments, or purchases), please call either 1-614-480-2001 or call toll free 1-800-480-2001, or write to The Huntington National Bank Research - EA4W61, P.O. Box 1558, Columbus, Ohio 43216 as soon as you can, if you think your statement or receipt is wrong or if you need more information about an electronic fund transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

1. Tell us your name, your business's name (if appropriate) and the Huntington account number (if any).
2. Describe the error or the transaction you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
3. Tell us the dollar amount of the suspected error. We will investigate your complaint or question and will correct any error promptly.

**Verification of Electronic Deposits** If you authorized someone to make regular electronic fund transfers of money to your account at least once every sixty days, you can find out whether or not the deposit has been received by us, call either 1-614-480-2001 or call toll free 1-800-480-2001.

**Balancing Your Statement** - For your convenience, a balancing page is available on our web site <https://www.huntington.com/pdf/balancing.pdf> and also available on Huntington Business Online.