

# Nitro CVB

## Agenda

January 3, 2023

- Call To order
- Determination of Quorum
- Minutes of November meeting
- Financial Update
  - December Financials – Joe Stevens
  - Financial Matter/Check Signing – Bill Javins
- Director's Update
  - Recent Events Report – Christmas Parade
  - 2023 Event Calendar
  - Travel Tournament Sports Committee
- New Business
  - Nitro Wars Museum Activity – Carmen
  - Mardi Gras Casino & Resort – Kato
- Other
- Adjourn

# Minutes

## The City of Nitro Convention and Visitors Bureau

December 6, 2022

The Nitro Convention and Visitors Bureau met on Tuesday, December 6, 2022. The meeting was called to order at 6:00 pm by Chairman Bill Javins and held in Nitro City Council Chambers. Those attending the meeting in person were Ivan Meadows, Carmen Kostelansky, Tracy Toler, John Young, Jason Redman, Bill Fortune and Dave Casebolt. Also, in attendance was CVB Executive Director Joe Stevens and Tim Arnott, owner of Nitro Antique Mall and member of 21 & Bank Business Association.

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 Carmen Kotelansky. The motion was adopted.

A financial report was presented by John Young and a motion to accept the report was made by Carmen Kotelansky and seconded by Ivan meadows. The motion was adopted. It was mentioned at this time by Joe Stevens, that this was Young's final meeting as treasurer, due to retirement. Young suggested that Stevens provide the monthly financial reports to the board and the new CPA give an in depth reports quarterly.

Chairman Bill Javins opened discussion concerning a raise and holiday bonus for Stevens. A motion was made to provide Stevens with a five percent raise and \$500 bonus. A motion to approve both issues was made by Meadows and seconded by Young. The motion was adopted.

Stevens introduced meeting guest Tim Arnott, represent the 21 & Bank Business Association. Arnott described the business group's upcoming plans.

Joe Stevens presented the board his director's report. Stevens that a 2023 event calendar was being finalized and will be distributed at the January meeting. Stevens also reported that the travel sports committee met to discuss the upcoming season.

In New Business, Stevens gave an update on the I64 construction with the demolition of the old bridge to start later in the month. Carmen Kotelansky gave an update on the on the Wars Museum's renovation.

With no other business, the meeting was adjourned at 6:30 pm on a motion by John Young and seconded by Bill Fortune. The next meeting to take place, January 3, 2023.

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

ASSETS

Current Assets		
Regular Checking Account	\$	83,004.22
Cash-Tournaments		499.97
		<u>                    </u>
Total Current Assets		83,504.19
Property and Equipment		
Furniture and Fixtures		2,000.00
Equipment		6,095.48
Accum. Depreciation		(7,923.00)
		<u>                    </u>
Total Property and Equipment		172.48
Other Assets		
		<u>                    </u>
Total Other Assets		0.00
		<u>                    </u>
Total Assets	\$	<u><u>83,676.67</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
		<u>                    </u>
Total Current Liabilities		0.00
Long-Term Liabilities		
Dut to Other Govts	\$	500.00
		<u>                    </u>
Total Long-Term Liabilities		500.00
		<u>                    </u>
Total Liabilities		500.00
Capital		
Retained Earnings		54,266.38
Net Income		28,910.29
		<u>                    </u>
Total Capital		83,176.67
		<u>                    </u>
Total Liabilities & Capital	\$	<u><u>83,676.67</u></u>

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

	Current Month Actual	Year to Date Current Year	Year to Date Budget	Year to Date LY
<b>Revenues</b>				
Contributions-Unrestricted	\$ 0.00	\$ 17,741.70	0.00	0.00
Events Registration	0.00	0.00	1,002.00	0.00
Hotel Motel Tax 50%	4,649.40	26,319.59	42,498.00	18,172.05
Sponsorship Income	0.00	0.00	2,502.00	0.00
<b>Total Revenues</b>	<b>4,649.40</b>	<b>44,061.29</b>	<b>46,002.00</b>	<b>18,172.05</b>
<b>Expenses</b>				
<b>Cost of Goods Sold</b>				
Cost of Sales-Fireworks	0.00	0.00	3,750.00	0.00
Cost of Festivals	0.00	1,500.00	26,418.00	0.00
Winnings & Trophies	0.00	350.00	0.00	0.00
Sponsorships	0.00	1,383.10	4,998.00	1,260.02
Sponsorships Bands	0.00	0.00	1,500.00	500.00
<b>Total Costs of Goods Sold</b>	<b>0.00</b>	<b>3,233.10</b>	<b>36,666.00</b>	<b>1,760.02</b>
<b>Expenses</b>				
Advertising	875.50	6,483.80	7,746.00	5,130.00
Professional Services	0.00	1,149.75	3,750.00	1,370.50
Employee Benefit Programs Exp	0.00	0.00	3,168.00	0.00
Dues & Subscriptions	73.50	442.71	1,002.00	692.87
Social Media Expense	0.00	0.00	2,502.00	0.00
Supplies Expense	0.00	241.64	498.00	187.71
Telephone Expense	0.00	0.00	450.00	0.00
Postage and Shipping Expense	0.00	0.00	378.00	0.00
Occupancy Expense	0.00	3,600.00	3,600.00	3,600.00
Maintenance Expense	0.00	0.00	252.00	0.00
Printing Expense	0.00	0.00	1,248.00	0.00
Travel Expense	0.00	0.00	750.00	0.00
Conferences Expense	0.00	0.00	498.00	0.00
Payroll Tax Expense	0.00	0.00	696.00	0.00
Retirement Expense	0.00	0.00	834.00	0.00
Wages Expense	0.00	0.00	9,084.00	0.00
<b>Total Expenses</b>	<b>949.00</b>	<b>15,151.00</b>	<b>73,122.00</b>	<b>12,741.10</b>
<b>Net Income</b>	<b>\$ 3,700.40</b>	<b>\$ 28,910.29</b>	<b>(27,120.00)</b>	<b>5,430.95</b>

**CITY OF NITRO CONVENTION & VISITORS CY**  
**Account Register**  
**For the Period From Dec 1, 2022 to Dec 31, 2022**  
**10200 - Regular Checking Account**

Filter Criteria includes: Report order is by Date.

<b>Date</b>	<b>Trans No</b>	<b>Type</b>	<b>Trans Desc</b>	<b>Deposit Amt</b>	<b>Withdrawal Amt</b>	<b>Balance</b>
			Beginning Balance			79,303.82
12/12/22	3562	Withdraw	Optimum Business		73.50	79,230.32
12/12/22	3563	Withdraw	LM Communications		810.00	78,420.32
12/12/22	3564	Withdraw	HD MEDIA		65.50	78,354.82
12/28/22	20221228	Deposit	CITY OF NITRO	4,649.40		83,004.22
			<b>Total</b>	<b>4,649.40</b>	<b>949.00</b>	

**City of Nitro  
Fairs & Festivals Events  
2023**

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

**Easter Fire Truck Parade – Tuesday, April 4**

**Easter Egg Hunt - Saturday, April 8 Nitro City Park**

**Nitro Antique Car Club Cruise In – Friday, May 5**

**Run For the Wall (Motorcycle Event) – May 25 (Morning Ceremony LMP)**

**Sharknado 5k – Saturday, May 27 – Nitro High School Start/Finish**

**Nitro Antique Car Club Cruise In – Friday, June 2**

**City-Wide Community Yard Sale – Saturday, June 3**

**Family Drive-In Movie Night- June 6, 13, & 20 & June 27**

**Third Floor Comics Mini-Con – Saturday, June 10 – Living Memorial Park**

**Nitro Antique Car Club Cruise In – Friday, July 7**

**Nitro Food Pantry 5k – Saturday, July 8**

**Kiwanis 5k – Saturday, July 15**

**Nitro Fishing Tournament I – Friday – July 21**

**Kanawha Metro 911 Pickle Ball Tournament – Fri/Sat/Sun – July 21/22/23**

**MadFest at Ridenour Lake – Saturday, July 29**

**Nitro Antique Car Club Cruise In – Friday, August 4**

**City of Nitro Catfish Tournament II – Friday, August 25**

**Labor Day Fireworks – Sunday, September 3, St. Albans Roadside Park**

**Boomtown Day – Saturday, September 9**

**Nitro Antique Car Club Annual Car Show – Saturday, September 9**

**Woods & Water Outdoors Festival – Friday & Saturday, September 15/16**

**City-Wide Community Yard Sale – Saturday, October 7, 2021**

**Nitro CVB XC Invitational – Saturday, October 14 – Ridenour Lake**

**Halloween Hoedown – Tuesday, October 24 (Rain date October 26) – Living Memorial Park**

**Veteran's Day Ceremony - November 10-11 – Memorial Plaza (Bank St.)**

**Wagging Tails Chili Cookoff, Smoke On The Water Edition – Saturday, November 11**

**Christmas Parade – Saturday, December 2 – 6 pm**