

Nitro CVB

Agenda

October 4, 2022

- Call To order
- Determination of Quorum
- Minutes of September meeting
- Financial Update
 - September Financials – John Young
- WVACVB Official Accreditation – Stella Gill
- Director's Update
 - Upcoming and Recent Events Report
 - Fishing Tournaments – Results/Next Year
 - Upcoming Events – CVB XC Meet, Nitro Antique Car Club Car Show, Halloween Hoedown, Chili Cookoff
- New Business
 - Executive Director's Salary – Chairman Javins
 - Interstate 64 Construction Update
 - Nitro Wars Museum Renovation – Carmen
- Other
- Adjourn

Minutes

The City of Nitro Convention and Visitors Bureau

September 6, 2022

The Nitro Convention and Visitors Bureau met on Tuesday, September 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, Bill Fortune, John Young, Jason Redman (by phone), Julia Washington, Susan Valleau and Dave Casebolt. Also, in attendance was CVB Executive Director Joe Stevens and Kim Dunaway of Land & Lake Festival.

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 John Young. The motion was adopted.

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

Stevens introduced Brandon Grigsby of Pray Construction. He gave a construction update on the Nitro Sports Complex. Mayor Casebolt also spoke on the project and what it means to the city moving forward.

Joe Stevens presented the board his director's report. Stevens reported on upcoming and recent events. Stevens reported that the recent Nitro Fishing Tournament was very successful with over 50 participants. Stevens reported that the CVB is now fully accredited. Stevens reported that the combined fireworks show between the cities Nitro and St. Albans was very successful. The Dick Henderson Bridge was closed to vehicle traffic from 8:30 pm to 10:30 pm and there were no incidents.

In New Business, Stevens said he will be attending the WV Tourism Conference in Huntington in September.

Carmen Kostelansky gave an update on the Nitro Wars Museum, Nitro side renovation.

Kim Dunaway, Director of the Land and Lake Festival, along with board member Julia Washington spoke about plans for the Land & Lake Festival at Ridenour Lake on Saturday, September 16, 2023.

With no other business, the meeting was adjourned at 6:30 pm on a motion by Julia Washington and seconded by John Young. The next meeting to take place, October 4, 2022.

CITY OF NITRO CONVENTION & VISITORS CY

Balance Sheet
September 30, 2022

ASSETS

Current Assets		
Regular Checking Account	\$	77,562.46
Cash-Tournaments		499.97
		<hr/>
Total Current Assets		78,062.43
Property and Equipment		
Furniture and Fixtures		2,000.00
Equipment		6,095.48
Accum. Depreciation		(7,923.00)
		<hr/>
Total Property and Equipment		172.48
Other Assets		
		<hr/>
Total Other Assets		0.00
		<hr/>
Total Assets	\$	<u>78,234.91</u>

LIABILITIES AND CAPITAL

Current Liabilities		
		<hr/>
Total Current Liabilities		0.00
Long-Term Liabilities		
Dut to Other Govts	\$	500.00
		<hr/>
Total Long-Term Liabilities		500.00
		<hr/>
Total Liabilities		500.00
Capital		
Retained Earnings		54,266.38
Net Income		23,468.53
		<hr/>
Total Capital		77,734.91
		<hr/>
Total Liabilities & Capital	\$	<u>78,234.91</u>

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

Nitro Antique Car Club Car Show – Saturday, October 15 – 9 am – 4 pm – Nitro High School Lot

Halloween Hoedown - October 26 (Rain date October 29) – 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 5

Christmas Parade – Saturday, December 3 – 6 pm

CITY OF NITRO CONVENTION & VISITORS CY
Income Statement
For the Three Months Ending September 30, 2022

	Current Month Actual	Year to Date Current Year	Year to Date Budget	Year to Date LY
Revenues				
Contributions-Unrestricted	\$ 0.00	\$ 17,741.70	0.00	0.00
Events Registration	0.00	0.00	501.00	0.00
Hotel Motel Tax 50%	10,865.87	13,435.68	21,249.00	9,915.66
Sponsorship Income	0.00	0.00	1,251.00	0.00
Total Revenues	10,865.87	31,177.38	23,001.00	9,915.66
Expenses				
Cost of Goods Sold				
Cost of Sales-Fireworks	0.00	0.00	1,875.00	0.00
Cost of Festivals	0.00	1,500.00	13,209.00	0.00
Winnings & Trophies	0.00	350.00	0.00	0.00
Sponsorships	0.00	0.00	2,499.00	1,000.00
Sponsorships Bands	0.00	0.00	750.00	500.00
Total Costs of Goods Sold	0.00	1,850.00	18,333.00	1,500.00
Expenses				
Advertising	669.80	2,524.00	3,873.00	1,520.00
Professional Services	726.00	1,071.00	1,875.00	528.10
Employee Benefit Programs Exp	0.00	0.00	1,584.00	0.00
Dues & Subscriptions	74.07	222.21	501.00	222.28
Social Media Expense	0.00	0.00	1,251.00	0.00
Supplies Expense	241.64	241.64	249.00	187.71
Telephone Expense	0.00	0.00	225.00	0.00
Postage and Shipping Expense	0.00	0.00	189.00	0.00
Occupancy Expense	600.00	1,800.00	1,800.00	2,400.00
Maintenance Expense	0.00	0.00	126.00	0.00
Printing Expense	0.00	0.00	624.00	0.00
Travel Expense	0.00	0.00	375.00	0.00
Conferences Expense	0.00	0.00	249.00	0.00
Payroll Tax Expense	0.00	0.00	348.00	0.00
Retirement Expense	0.00	0.00	417.00	0.00
Wages Expense	0.00	0.00	4,542.00	0.00
Total Expenses	2,311.51	7,708.85	36,561.00	6,358.09
Net Income	\$ 8,554.36	\$ 23,468.53	(13,560.00)	3,557.57

For Management Purposes Only

CITY OF NITRO CONVENTION & VISITORS CY
Account Register
For the Period From Sep 1, 2022 to Sep 30, 2022
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			69,008.10
9/6/22	3521	Withdraw	SUDDENLINK		74.07	68,934.03
9/6/22	3521	Withdraw	WV RADIO CORP		208.40	68,725.63
9/15/22	091522	Deposit	CITY OF NITRO	5,400.93		74,126.56
9/19/22	3523	Withdraw	NITRO LAND REUSE A		600.00	73,526.56
9/19/22	3525	Withdraw	JOE DEISS		241.64	73,284.92
9/19/22	3526	Withdraw	WV RADIO CORP		461.40	72,823.52
9/19/22	6857	Withdraw	TSG CONSULTING		726.00	72,097.52
9/29/22	092922	Deposit	CITY OF NITRO	5,464.94		77,562.46
			Total	10,865.87	2,311.51	