

# Nitro CVB

## Agenda

June 1, 2021

- Call To order
- Determination of Quorum
- Minutes of last meeting
- Financial Update
  - May Financials – John Young
- Director's Update
  - Visit Nitro Website Update
  - Upcoming and Recent Events Report
  - Nitro Food Pantry – Grand Opening
  - Rack Cards Progress Report
- New Business
  - 2021 Event Calendar
    - June Events
  - Ball Field Sign – Little League
  - Get It To Go In Nitro – Diehl's. ReBar, Rio
  - Nitro Wars Museum
- Other
- Adjourn

## **Minutes**

### **The City of Nitro Convention and Visitors Bureau**

**May 4, 2021**

The Nitro Convention and Visitors Bureau met on Tuesday, May 4, 2021. The meeting was called to order at 6:00 pm by Chairman Bill Javins and held in City Council chambers with social distancing in place. Those attending the meeting in person were Bill Javins, Bill Fortune, Ivan Meadows, Susan Valleau, Jason Redman, Brian Knost (Althaus) and John Young. Also, in attendance was CVB Executive Director Joe Stevens and Tim Arnott, owner of Third Floor Comics.

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 Jason Redman. The motion was adopted.

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

Young also reported that the Mardi Gras Casino was going to start submitting their Hotel/Motel Tax on a monthly basis, instead of quarterly.

Young also proposed increasing the director's wage by three percent. On a motion by Young and a second by Ivan Meadows the motion was adopted.

Stevens call on Mardi Gras' representative Brian Knost to provide an update on the casino and he reported that operations were getting back to normal. The biggest challenge right now is finding enough employees.

Joe Stevens presented the board his Director's report. The Visit Nitro Website has been updated and is current, upcoming events. Stevens called on Tim Arnott of Third Floor Comics to discuss his upcoming Mini-Con. On a motion by Susan Valleau and seconded by Jason Redman, Stevens was authorized to spend \$1268 with WKLC to promote the event. Stevens distributed proofs to the board the CVB's racks cards for the city and museum which are being redone for the state's welcome centers. Bill Fortune gave the board a progress report of the new Food Pantry. Stevens informed the board that the Flag of Honor motorcycle group was coming into Nitro May 26 and 27. Also, the city's chili cookoff was being combined with Charleston's and will be held on November 13.

In New Business, Stevens told the board the Get It To Go signs are hanging at the Nitro High Girls Softball Stadium. The banners feature a QR code enabling visitors to see the participants videos. Stevens went over the 2021 event calendar. Susan Valleau updated the board on the museum's renovations, with a July 4 reopening planned. Stevens reported three more restaurants have been added to the Get It To Go In Nitro Campaign, Diehl's Rebar and Rio Grande.

The meeting was adjourned at 6:28 pm on a motion by John Young and seconded Jason Redman.  
The next meeting to take place, Tuesday, June 8, 2021.

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

	Current Month Actual	Current Month LY	Year to Date Current Year	Year to Date LY
<b>Revenues</b>				
Events Registration	\$ 0.00	\$ 0.00	\$ 0.00	4,572.29
Hotel Motel Tax 50%	8,317.02	0.00	35,081.91	59,897.70
<b>Total Revenues</b>	<u>8,317.02</u>	<u>0.00</u>	<u>35,081.91</u>	<u>64,469.99</u>
<b>Expenses</b>				
<b>Cost of Goods Sold</b>				
Cost of Festivals	0.00	0.00	4,850.00	0.00
Materials Purchased	0.00	0.00	0.00	1,142.05
Sponsorships	0.00	0.00	1,400.00	80.24
Sponsorships Bands	0.00	0.00	0.00	4,050.00
<b>Total Costs of Goods Sold</b>	<u>0.00</u>	<u>0.00</u>	<u>6,250.00</u>	<u>5,272.29</u>
<b>Expenses</b>				
Bank Charges Expense	0.00	0.00	0.00	8.00
Advertising	0.00	0.00	276.00	14,516.11
Professional Services	390.69	0.00	390.69	9,573.35
Dues & Subscriptions	74.61	72.87	1,859.85	1,260.57
Social Media Expense	0.00	0.00	1,200.00	1,016.14
Occupancy Expense	600.00	1,200.00	6,600.00	6,600.00
Maintenance Expense	0.00	0.00	390.00	0.00
Travel Expense	0.00	0.00	0.00	446.51
<b>Total Expenses</b>	<u>1,065.30</u>	<u>1,272.87</u>	<u>16,966.54</u>	<u>38,692.97</u>
<b>Net Income</b>	<u>\$ 7,251.72</u>	<u>\$ (1,272.87)</u>	<u>\$ 18,115.37</u>	<u>25,777.02</u>

For Management Purposes Only

## CITY OF NITRO CONVENTION &amp; VISITORS CY

Balance Sheet

May 31, 2021

## ASSETS

Current Assets		
Regular Checking Account	\$	<u>81,215.27</u>
Total Current Assets		81,215.27
Property and Equipment		
Furniture and Fixtures		2,000.00
Equipment		6,095.48
Accum. Depreciation		<u>(6,523.00)</u>
Total Property and Equipment		1,572.48
Other Assets		<u>0.00</u>
Total Other Assets		0.00
Total Assets	\$	<u><u>82,787.75</u></u>

## LIABILITIES AND CAPITAL

Current Liabilities		<u>0.00</u>
Total Current Liabilities		0.00
Long-Term Liabilities		<u>0.00</u>
Total Long-Term Liabilities		0.00
Total Liabilities		0.00
Capital		
Retained Earnings	\$	64,672.38
Net Income		<u>18,115.37</u>
Total Capital		<u>82,787.75</u>
Total Liabilities & Capital	\$	<u><u>82,787.75</u></u>

**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**

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

**Labor Day Fireworks – Sunday, September 5, City Park**

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

**Festival of Fright - October 9 (Rain date October 16) – Night Time Horror Movies at Ridenour Lake**

**Halloween Hoedown - October 26 (Rain date October 29)**

**Veteran's Day Ceremony - November 10-11**

**Wagging Tails 5K – Saturday, November 13**

**Wagging Tails & Nitro Ales Chili Cookoff, Smoke On The Water Edition – Saturday, November 13**

**Christmas Parade - December 4**