

# Nitro CVB

## Agenda

May 4, 2021

- Call To order
- Determination of Quorum
- Minutes of last meeting
- Financial Update
  - April Financials – John Young
  - Director’s Raise – John Young/Bill Javins
- 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
    - Third Floor Comics Mini – Con – May 22
    - Honor The Flag – May 26 & 27
  - Ball Field Sign – Nitro Girls Softball
  - Get It To Go In Nitro – Diehl’s. ReBar, Rio
  - Nitro Wars Museum
- Other
- Adjourn

## **Minutes**

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

**April 6, 2021**

The Nitro Convention and Visitors Bureau met on Tuesday, April 6, 2021. The meeting was called to order by Chairman Bill Javins and held at the CVB office, with social distancing in place. Those attending the meeting in person were Bill Javins, Bill Fortune, Ivan Meadows, Mayor Dave Casebolt, Julia Washington, Tracy Toler, Susan Valleau, Jason Redman and John Young. Attending the meeting by phone was Carmen Kostelansky. 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 Susan Valleau and seconded by John Young. 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 Susan Valleau. The motion was adopted.

Stevens reported that he received a message from CVB Board member and Mardi Gras President Eric Althaus that indicated that business climbed in March and the casino has opened one of its restaurants and will be reopening the hotel for seven days a week soon.

Joe Stevens presented the board his Director's report. The Visit Nitro Website has been updated and is current, upcoming events. Stevens called on Board member Bill Fortune to give an update on the new Nitro Food Pantry opening. Stevens explained to the board the CVB's racks cards were being redone for the state's welcome centers. Stevens requested all front door keys to be turned in as a new code lock had been installed. Also there was discussion on stocking of Ridenour Lake.

In New Business, Stevens had perspective new board member Jason Redman introduce himself, a motion was made by John Young and seconded by Julia Washington to accept Redman as a board member and the motioned passed. Stevens showed the board the Get It To Go sign that will be hung at the Nitro High Girls Softball Stadium. Young received permission from the board to open a new checking account to handle a new revenue stream created by Traveling softball and baseball tournaments. Stevens went over the 2021 event calendar, noting that the dates were just place marks and things could and may still change. There was also discussion on Nitro Business Videos and the CVB working with the NDA's Small Business Committee on the project. Carmen Kostelansky updated the board on the museum's renovations.

The meeting was adjourned at 4:40 pm on a motion by John Young and seconded Julia Washington. The next meeting to take place, Tuesday, May 4, 2021.

## CITY OF NITRO CONVENTION &amp; VISITORS CY

Balance Sheet

April 30, 2021

## ASSETS

|                              |    |                             |
|------------------------------|----|-----------------------------|
| Current Assets               |    |                             |
| Regular Checking Account     | \$ | <u>73,963.55</u>            |
| Total Current Assets         |    | 73,963.55                   |
| 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>                    </u> |
| Total Other Assets           |    | <u>0.00</u>                 |
| Total Assets                 | \$ | <u><u>75,536.03</u></u>     |

## LIABILITIES AND CAPITAL

|                             |    |                             |
|-----------------------------|----|-----------------------------|
| Current Liabilities         |    | <u>                    </u> |
| Total Current Liabilities   |    | 0.00                        |
| Long-Term Liabilities       |    | <u>                    </u> |
| Total Long-Term Liabilities |    | <u>0.00</u>                 |
| Total Liabilities           |    | 0.00                        |
| Capital                     |    |                             |
| Retained Earnings           | \$ | 64,672.38                   |
| Net Income                  |    | <u>10,863.65</u>            |
| Total Capital               |    | <u>75,536.03</u>            |
| Total Liabilities & Capital | \$ | <u><u>75,536.03</u></u>     |

CITY OF NITRO CONVENTION & VISITORS CY  
Income Statement  
For the Ten Months Ending April 30, 2021

|                           | Current Month<br>Actual | Current Month LY | Year to Date<br>Current Year | Year to Date LY |
|---------------------------|-------------------------|------------------|------------------------------|-----------------|
| <b>Revenues</b>           |                         |                  |                              |                 |
| Events Registration       | \$ 0.00                 | \$ 0.00          | \$ 0.00                      | 4,572.29        |
| Hotel Motel Tax 50%       | 0.00                    | 0.00             | 26,764.89                    | 59,897.70       |
|                           | <hr/>                   | <hr/>            | <hr/>                        | <hr/>           |
| Total Revenues            | 0.00                    | 0.00             | 26,764.89                    | 64,469.99       |
|                           | <hr/>                   | <hr/>            | <hr/>                        | <hr/>           |
| <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              | 400.00                  | 0.00             | 1,400.00                     | 80.24           |
| Sponsorships Bands        | 0.00                    | 0.00             | 0.00                         | 4,050.00        |
|                           | <hr/>                   | <hr/>            | <hr/>                        | <hr/>           |
| Total Costs of Goods Sold | 400.00                  | 0.00             | 6,250.00                     | 5,272.29        |
|                           | <hr/>                   | <hr/>            | <hr/>                        | <hr/>           |
| <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     | 0.00                    | 0.00             | 0.00                         | 9,573.35        |
| Dues & Subscriptions      | 74.61                   | 72.87            | 1,785.24                     | 1,187.70        |
| Social Media Expense      | 0.00                    | 0.00             | 1,200.00                     | 1,016.14        |
| Occupancy Expense         | 600.00                  | 0.00             | 6,000.00                     | 5,400.00        |
| Maintenance Expense       | 0.00                    | 0.00             | 390.00                       | 0.00            |
| Travel Expense            | 0.00                    | 0.00             | 0.00                         | 446.51          |
|                           | <hr/>                   | <hr/>            | <hr/>                        | <hr/>           |
| Total Expenses            | 1,074.61                | 72.87            | 15,901.24                    | 37,420.10       |
|                           | <hr/>                   | <hr/>            | <hr/>                        | <hr/>           |
| Net Income                | \$ (1,074.61)           | \$ (72.87)       | \$ 10,863.65                 | 27,049.89       |
|                           | <hr/> <hr/>             | <hr/> <hr/>      | <hr/> <hr/>                  | <hr/> <hr/>     |

**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**

**Taste of Nitro - July 10**

**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**