



Greater Moundville Convention & Visitors Bureau

1105 Wheeling Avenue • Glen Dale, WV 26038

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E-mail: Info@VisitMoundville.com

September 28, 2025,

WVACVB: Jordan Nuzum,

As you are aware with the passing of Senate Bill 488 during the 2021 West Virginia Legislature's Regular Session several new requirements have been implemented on CVBs to qualify for distributions of Hotel Occupancy taxes by the county(s) and or the municipality(s) we serve.

In compliance with W.Va. Code §7-18-13a, CVBs are to now report to the WVSAO, the WV Joint Committee on Government & Finance, and the WVACVB 90 days following the end of the CVB's fiscal year the following:

- Balance sheet – annually,
- Income statement - annually, and
- Either an audit or a financial review – triennially W.Va. Code § 7-18-14.

In addition, CVBs are to be accredited by an accrediting body such as the WV Association of Convention and Visitors Bureaus (WVACVB) W.Va. Code §7-18-13a(b) which confirms compliance with the following industry standards as follows:

- Annual budget,
- Budget allocation within the industry standard of 40% - 40% - 20% (Marketing, Personnel, Administrative),
- Marketing plan targeting markets outside of 50 miles of their destination,
- Full time executive director,
- Physical office/ Visitor Center,
- Website, and
- Annual reporting to all the CVBs funding entities.

On behalf of the Board of Directors of the Greater Moundville Convention & Visitors Bureau, we respectfully submit the required information and confirm that Greater Moundville Convention & Visitors Bureau is in full compliance with all WV Code 7-18-13 requirements.

If you have any questions, please contact either Craig White Executive Director at cwhite@grandvuepark.com or 304-975-0326 or me Robert Straub at hscpas@yahoo.com or 304-843-2228.

Sincerely,

Robert Straub, Board Chair

Craig White, Executive Director

Attachments: Income statement (July 1, 2024 – June 30, 2025), Balance sheet (June 30, 2025)

Marshall County Convention and Visitors Bureau, Inc.

Profit & Loss

July 2024 through June 2025

	<u>Jul '24 - Jun 25</u>
Ordinary Income/Expense	
Income	
510 • Hotel Tax Revenue - Moundsville	166,180.58
515 • Hotel Tax Revenue - Glen Dale	5,858.01
520 • Hotel Tax Revenue - Marshall Co	37,177.35
530 • Hotel Tax Revenue - Additional	35,000.00
565 • Interest Income	6,393.82
570 • Visitor Guide Ad Revenue	18,600.00
Total Income	269,209.76
Expense	
610 • Salaries & Wages	66,532.41
615 • Payroll Taxes	5,193.95
750 • Advertising	149,985.54
810 • Conferences	745.00
815 • Meals	189.91
820 • Travel	2,193.55
840 • Office Supplies	585.80
856 • Analytical Tools	16,000.00
865 • Telephone and Internet	603.79
878 • Depreciation Expense	399.89
880 • General Insurance	2,937.00
882 • Workers Compensation Insurance	659.00
885 • Licenses and Fees	35.00
902 • Shuttle Expense	21,170.00
905 • Dues and Subscriptions	1,993.10
Total Expense	269,223.94
Net Ordinary Income	-14.18
Net Income	-14.18

Marshall County Convention and Visitors Bureau, Inc.

Balance Sheet

As of June 30, 2025

	<u>Jun 30, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
102 · Checking - BB&T	84,503.32
104 · Money Market - WesBanco	9,063.12
105 · CD - WesBanco	150,000.00
110 · Change Fund	100.00
Total Checking/Savings	243,666.44
Other Current Assets	
170 · Accounts Receivable	76,281.60
Total Other Current Assets	76,281.60
Total Current Assets	319,948.04
Fixed Assets	
185 · Equipment	6,240.74
196 · Accumulated Depreciation	-5,241.01
Total Fixed Assets	999.73
TOTAL ASSETS	<u>320,947.77</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
231 · Accrued Federal Withholding Tax	165.00
232 · Accrued FICA Tax	417.74
233 · Accrued State Income Tax W/H	20.00
Total Other Current Liabilities	602.74
Total Current Liabilities	602.74
Total Liabilities	602.74
Equity	
410 · Unrestricted Net Assets	320,359.21
Net Income	-14.18
Total Equity	320,345.03
TOTAL LIABILITIES & EQUITY	<u>320,947.77</u>