



Greater Moundville Convention & Visitors Bureau

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E-mail: Info@VisitMoundville.com

September 28, 2026,

WV State Auditor's Office, Attn: Shellie Humphries

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 hscoas@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.

Balance Sheet

As of June 30, 2026

	<u>Jun 30, 26</u>
ASSETS	
Current Assets	
Checking/Savings	
102 · Checking - BB&T	175,411.85
104 · Money Market - WesBanco	3,467.24
105 · CD - WesBanco	162,000.00
110 · Change Fund	100.00
Total Checking/Savings	<u>340,979.09</u>
Other Current Assets	
170 · Accounts Receivable	15,612.10
Total Other Current Assets	<u>15,612.10</u>
Total Current Assets	<u>356,591.19</u>
Fixed Assets	
185 · Equipment	6,240.74
196 · Accumulated Depreciation	-5,640.90
Total Fixed Assets	<u>599.84</u>
TOTAL ASSETS	<u>357,191.03</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
220 · Credit Card Payable	2,191.13
231 · Accrued Federal Withholding Tax	125.00
232 · Accrued FICA Tax	511.08
233 · Accrued State Income Tax W/H	20.00
236 · Accrued State Unemployment	149.70
238 · Accrued Federal Unemployment	139.65
Total Other Current Liabilities	<u>3,136.56</u>
Total Current Liabilities	<u>3,136.56</u>
Total Liabilities	<u>3,136.56</u>
Equity	
410 · Unrestricted Net Assets	320,154.39
Net Income	33,900.08
Total Equity	<u>354,054.47</u>
TOTAL LIABILITIES & EQUITY	<u>357,191.03</u>

Marshall County Convention and Visitors Bureau, Inc.

Profit & Loss

July 2025 through June 2026

Jul '25 - Jun 26

Ordinary Income/Expense	
Income	
510 · Hotel Tax Revenue - Moundsville	183,905.58
515 · Hotel Tax Revenue - Glen Dale	4,627.90
520 · Hotel Tax Revenue - Marshall Co	66,030.97
530 · Hotel Tax Revenue - Additional	8,000.00
565 · Interest Income	6,422.12
570 · Visitor Guide Ad Revenue	26,425.00
Total Income	295,411.57
Expense	
610 · Salaries & Wages	74,585.96
615 · Payroll Taxes	6,320.43
750 · Advertising	151,460.80
770 · Hospitality	1,108.41
810 · Conferences	745.31
815 · Meals	104.74
820 · Travel	1,311.25
840 · Office Supplies	863.92
845 · Postage	542.20
856 · Analytical Tools	17,280.00
865 · Telephone and Internet	875.48
878 · Depreciation Expense	399.89
880 · General Insurance	3,288.00
882 · Workers Compensation Insurance	650.00
885 · Licenses and Fees	25.00
905 · Dues and Subscriptions	1,950.10
Total Expense	261,511.49
Net Ordinary Income	33,900.08
Net Income	33,900.08