



# ANNUAL REPORT

2022-2023



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## A Word from our Executive Director

The team at the Lewis County Convention & Visitors Bureau firmly believes that we have a responsibility to our community to be not only good stewards of the hotel/motel tax dollars used to promote and increase tourism and economic impact in our county, but to also be the best ambassadors for our region—showing visitors how very unique our little corner of “almost heaven” truly is.

We use the bulk of our funding to advertise outside of a 50-mile radius of the county, which is where the majority of our tourists come from. We also support our residents through a partnership program that assists with the promotion of local events. Without a doubt, these events enhance our local quality of life and attract tourists into our community—directly impacting the success of our local businesses and attractions.

The key component of the success of tourism in Lewis County though is our residents. YOU, the local people of the county make our job so much easier with your wonderful southern charm and the way you welcome visitors. We hear all the time how wonderful you all are and how everyone feels so welcomed—almost “like family” when coming to visit us.

With the continued efforts of the LCCVB and you, the residents, we can continue to increase tourism to our area, support our local businesses and make our slice of “almost heaven” the best in West Virginia!

Thank you!  
Chrissy Richards  
Executive Director,  
Lewis County CVB

We appreciate the great work done by the members of the West Virginia Association of Convention and Visitors Bureaus. The Department of Tourism team works hand-in-hand with their members to develop and implement advertising campaigns driving visitation around the state. They serve as local ambassadors who greet travelers and directly connect them with all the unique things to see and do in each region. We are fortunate to have so many dedicated individuals playing this vital role in helping us promote West Virginia as a world-class tourism destination

— Chelsea Ruby  
Secretary of the  
WV Department of Tourism



# Tourism Saves Every Household \$736.51 in taxes



## Tourism advertising in West Virginia has proven to be a strong investment.

For every dollar spent on tourism advertising, the state yields \$8 in state and local tax revenue and \$106 in direct traveler spending. Without this tourism-generated revenue, each household in West Virginia would have to pay an additional \$700 a year in state and local taxes. *Source: Longwoods International, 2016.*

COUNTY	DIRECT SPENDING	EARNINGS	JOBS	LOCAL GOVT REVENUE	STATE GOVT REVENUE
Lewis County Travel	\$62.4 million	\$26.1 million	1,050	800 thousand	4.1 million

OVERNIGHT VISITOR VOLUME	NIGHTS/PERSON	NIGHTS/PARTY	TRIPS/PERSON	TRIPS/PARTY
Lewis County	408,070	195,870	191,880	92,850

Resource: West Virginia Tourism Office and 2020 Dean Runyan Associates, "West Virginia Economic Impact of Travel" Report

### Lewis County CVB by the numbers:

<b>Facebook</b>	<b>11,400</b>
<b>Twitter</b>	<b>1,327</b>
<b>Instagram</b>	<b>945</b>
<b>Newsletter Subscribers</b>	<b>45,944</b>
<b>Travel Guides &amp; Rack Cards Produced</b>	<b>12,500</b>
<b>Pinterest</b>	<b>347 with 576/monthly views</b>

#### Continuing Programs

Calendar of Events Program	\$24,953
Partnership Program	\$26,289
Special Local Advertising	\$16,472

#### Continuing Education

- WV Governor's Conference on Tourism
- WVHTA Hospitality University
- WVU Extension Tourism Series
- STS Connections
- Miles Media Webinars
- STS Webinars
- Other Asst. Webinars
- DIY Tourism Conference

#### Lewis County CVB Director, Chrissy Richards is also on the following Boards of Directors:

- WV State Recreational Trail Advisory Board
- WVACVB Past President
- WVHTA Mountain Lakes Regional Representative
- Southeast Tourism Society's State Legislative Chair
- Lewis County EDA

#### Website Statistics

Users	320,393
Sessions	386,757
Engaged Sessions	92,188
Total Page Views	537,322
Total Events	1,459,354
Top 5 States VA, PA, OH, NY, WV	
Top 5 Pages Viewed	
Home Page, Outdoor-Rec, Lodging, Special-Events, Stonewall-Resort	

#### Office Statistics

Digital and Social Ads – leads – Spent	9,495,757	\$38,575
Total Ads	36	
ROI	.004	
Website Downloads	1,597	
Mailed leads	13,756	
Calls/Visits	3,244	
Enewsletters and Master Copies	536,301	
Total Subscribers	45,944	
Goody Bags Program	448 bags with 8,205 items inside	
Bulk Orders	42 orders with 23,009 items inside	
Returned mail	102	
<b>Total contacts</b>	<b>10,081,587</b>	



**41**  
members

Creating a positive  
economic impact

**\$10**  
million+ Dedicated to  
marketing  
West Virginia

**39,000**  
Lodging rooms represented by CVBs

CVBs are directly involved in contributing  
**\$4.9 billion**  
in visitor spending in the state  
of West Virginia.\*

\*Resource: Dean Runyan Travel Impacts study 2021



Scan the QR code above for most up-to-date travel  
research from West Virginia Department of Tourism.

#### WVACVB POSITION STATEMENT

Local and regional Convention and Visitors Bureaus are essential parts of the overall effort to promote and encourage travel to West Virginia. It is Convention and Visitors Bureaus that truly know the attractions, activities and events in their areas of our state, and can do the best job of advertising and marketing those local and regional assets. However, the creation of additional CVBs in areas that are already served by an established organization may have the effect of diluting the limited resources available, creating a duplication of overhead, administrative and personnel costs, with the result being that fewer actual dollars are spent on the primary mission of advertising and marketing. It is the position of the West Virginia Association of Convention and Visitors Bureaus that all CVB's follow West Virginia Code Chapter 7, Article 18 regarding Hotel Occupancy Tax and as a general principle, having the fewest practicable number of CVB's per county leads to a more efficient and effective use of financial resources.

# Banking Summary year end - 2023

7/1/2022 through 6/30/2023

7/28/2023

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Category	7/1/2022- 6/30/2023
<b>INCOME</b>	
END OF YEAR FINAL ADJUSTMENT	20,916.00
HOTEL MOTEL TAX	492,286.87
refund check	8.00
statement credit	732.66
Tax Refund	1,268.73
<b>TOTAL INCOME</b>	<b>515,212.26</b>
<b>EXPENSES</b>	
Uncategorized	0.00
<b>EMPLOYEE EXPENSES</b>	<b>2,035.33</b>
Health insurance	25,943.46
Monthly Withholding Tax	19,609.60
<b>QUARTERLY TAXES</b>	<b>3,023.75</b>
<b>REIMBURSEMENT TRAVEL</b>	<b>275.90</b>
<b>RETIREMENT</b>	<b>10,981.23</b>
Salary Expense	52,060.58
<b>WORKERS COMP</b>	<b>394.00</b>
<b>TOTAL EMPLOYEE EXPENSES</b>	<b>114,323.85</b>
Fees For Accreditation	350.00
Fees For Membership	471.00
Finace Charges	85.26
Late Fee	39.00
<b>OFFICE EXPENSES</b>	<b>1,038.32</b>
Finacial Review	4,500.00
Insurance	527.89
<b>OFFICE SUPPLIES</b>	<b>5,010.40</b>
Tax Preparation	265.00
trash	5,101.47
<b>TOTAL OFFICE EXPENSES</b>	<b>16,443.08</b>
<b>PROMOTIONAL ACTIVITIES</b>	<b>376.30</b>
<b>ADVERTISING AD</b>	<b>13,241.50</b>
Commercials	7,415.00
Promotional Internet Ads	41,311.99
<b>TOTAL ADVERTISING AD</b>	<b>61,968.49</b>
<b>ADVERTISING AD &amp; Ditigital</b>	<b>37,688.00</b>
<b>ADVERTISING AD &amp; Ditigital Par...</b>	<b>250.00</b>
<b>TOTAL ADVERTISING AD &amp; Diti...</b>	<b>37,938.00</b>
<b>ADVERTISING ITEMS</b>	<b>5,510.90</b>
printed	7,495.16
<b>TOTAL ADVERTISING ITEMS</b>	<b>13,006.06</b>
Civil War Trail Sign	200.00
design	18,600.00
e-newsletter	4,693.68
Education	3,701.65
Ed travel	3,880.10
<b>TOTAL Education</b>	<b>7,581.75</b>
fees for membership	3,713.00
Meetings	3,568.99
Meeting travel	1,434.46

## Banking Summary year end - 2023

7/1/2022 through 6/30/2023

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Category	7/1/2022- 6/30/2023
TOTAL Meetings	5,003.45
Partnership	7,809.18
phone & internet	3,335.90
promo video & photography	16,400.00
PROMOTIONAL ACTIVITIES partn...	1,600.00
PROMOTIONAL ACTIVITIES With ...	
State co-op ads	63,499.61
TOTAL PROMOTIONAL ACTIVI...	63,499.61
PROMOTIONAL Office	
Software	2,425.76
TOTAL PROMOTIONAL Office	2,425.76
Shipping & stamps	1,781.53
SPONSORSHIP	575.00
travel show	5,185.00
TS Travel	2,491.95
TOTAL travel show	7,676.95
WEBSITES	3,599.89
TOTAL PROMOTIONAL ACTIVITIES	261,784.55
Sales Tax	43.76
void	0.00
Year End Taxes	960.00
<b>TOTAL EXPENSES</b>	<b>394,500.50</b>
<b>OVERALL TOTAL</b>	<b>120,711.76</b>

Transaction year end final - 2023

7/1/2022 through 6/30/2023

7/28/2023

Date	Num	Description	Memo
<b>BALANCE 6/30/2022</b>			
7/8/2022	3890	Irs	6/2022 2 paydays
7/8/2022	3891	WVCPRB/Retirement	2 pays 4/2022
7/8/2022	3892	WV State Tax	6/2022 monthly
7/8/2022	3893	Encova Insurance (for...	inv. 36334286
7/8/2022	3894	...Exponet Telegram Ne...	weston city & fire
lc chamber			
7/8/2022	3895	Civil War Trails, Inc.	FY2023 inv#23-W-33
7/8/2022	3896	Erie Insurance	22-23 inv#Q45 5150436 W
7/8/2022	3897	WOTR Radio	calendar of event 06-30-22
7/8/2022	3898	New Beginnings Desig...	inv.#100
7/8/2022	3899	WhAW	cofe for 6-30-22
7/8/2022	3900	US Treasury	from 9/30/21
7/8/2022	3901	Nikki Butler Design	inv 021430
7/8/2022	3902	Kim Geer	ETF for payroll
7/8/2022	3903	Chris Richards	Executive Director ETF for payroll
7/8/2022	3904	...Citibank Credit Card	food
BBQ			
yard sale			
enews ads			
7/8/2022	3905	AmERICAN Express 4...	
7/8/2022	3906	American Express	
7/8/2022	3907	...US Bank	
HotEL MOTEL TAX PA...for 5/2022			
7/20/2022	DEP		
7/20/2022	3908	Kim Geer	ETF for payroll
7/20/2022	3909	Chris Richards	Executive Director ETF for payroll
7/28/2022	3911	WV UNEMPLOYMENT...2nd quater	
7/28/2022	3910	US Treasury	from2nd quater taxes
7/28/2022	3912	WV State Tax	7/2022 monthly
7/28/2022	3913	WV Department Of To...	inv#WVTROSS20216008
7/28/2022	3914	Recreation News	inv.40945
7/28/2022	3915	Shentel	internet and phone
7/28/2022	3916	WVa Sportsman Magiz...	inv#301
7/28/2022	3917	John LAW CPA	2nd quater taxes 2022 inv 33886
7/28/2022	3918	Irs	7/2022 2 paydays
7/28/2022	3919	WVCPRB/Retirement	2 pays 7/2022
7/28/2022	3920	Highmark Insurance	
7/28/2022	3921	...US Bank	
google			

Transaction year end final - 2023

7/1/2022 through 6/30/2023

7/28/2023

Date	Num	Description	Memo
8/10/2022	DEP	Bank Balance Adjustm...	
8/10/2022	3922	Kim Geer	ETF for payroll
8/10/2022	3923	Chris Richards	Executive Director ETF for payroll
8/18/2022	3924	WhAW Radio	Calendar of events 4-30-2021
8/18/2022	3925	Recreation News	inv.41100
8/18/2022	3926	WOTR Radio	calendar of event 07-31-22
8/18/2022	3927	RR Donnelley	inv#094094457
8/18/2022	3928	Shentel	internet and phone
8/18/2022	3929	Mountain State Waste	inv:258702 - no invioeces since5/20
8/18/2022	3930	Exponet Telegram Ne...	inv#624337
8/18/2022	3931	Nikki Butler Design	inv 021452
8/18/2022	3932	...American Express	
8/18/2022	3933	AmERICAN Express 4...	
8/18/2022	3934	...Citibank Credit Card	
		july 4	
		yard sale	
		enews	
8/19/2022	DEP	HotEL MOTEL TAX PA...for 6/2022	
8/26/2022	3935	Kim Geer	ETF for payroll
8/26/2022	3936	Chris Richards	Executive Director ETF for payroll
8/31/2022	3937	Irs	8/2022 2 paydays
8/31/2022	3938	WVCPRB/Retirement	2 pays 8/2022
8/31/2022	3939	**VOID** WV STATE T...	
8/31/2022	3940	WV State Tax	8/2022 monthly
8/31/2022	3941	Mountain State Waste	inv: 260861
8/31/2022	3942	Road Runner Publishing	inv#54885
8/31/2022	3943	...WVa Sportsman Magiz...	monthly ad #302 fishing tourament sponsership
8/31/2022	3944	New Beginnings Desig...	inv.#101
8/31/2022	3945	Encova Insurance (for...	inv. Q343214
8/31/2022	3946	Chris Richards	Mileage for 7 & 8/2022
8/31/2022	3947	...US Bank	google
8/31/2022	3948	Chase Marriott CC Card	
8/31/2022	3949	Highmark Insurance	
8/31/2022	3950	AmERICAN Express 4...	
8/31/2022	3951	American Express	
9/13/2022	3952	Kim Geer	ETF for payroll
9/13/2022	3953	Chris Richards	Executive Director ETF for payroll

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Date	Num	Description	Memo
9/15/2022	DEP	HotEL MOTEL TAX PA...for 7/2022	
9/27/2022	3954	Lewis County Chambe... for Gala inv#31	
9/27/2022	3955	Nexstar (former Wboy)	Labor Day x 3 invioeces
9/27/2022	3956	Gray TV (was WDTV)	labor day x 3 invioeces
9/27/2022	3957	Glenville Democrat/Pat...	invioece #55725 full year
9/27/2022	3958	Mountain State Waste	inv: 264363
9/27/2022	3959	Shentel	internet and phone
9/27/2022	3960	WvrW Radio	jubilee/jane lew
9/27/2022	3961	...Exponet Telegram Ne...	weston city & fire
			lc chamber
9/27/2022	3962	...WhAW	
9/27/2022	3963	Recreation News	inv.41255
9/27/2022	3964	...WOTR Radio	
			Split Amount Adjustment
9/27/2022	3965	Nikki Butler Design	inv # 021464
9/27/2022	3966	ABA	2023 MEMBERSHIP
9/27/2022	3967	Chris Richards	mileage for 9/22
9/27/2022	3968	Kim Geer	ETF for payroll
9/27/2022	3969	Chris Richards	Executive Director ETF for payroll
9/27/2022	3970	...Citibank Credit Card	
			labor day
			yard sale
			enews
9/27/2022	3971	...US Bank	
			certificate of existance
9/27/2022	3972	Chase Marriott CC Card	
9/27/2022	3973	Highmark Insurance	inv#220909237429
9/27/2022	3974	Irs	9/2022 3 paydays
9/27/2022	3975	WVCPRB/Retirement	3 pays 9/2022
9/27/2022	3976	WV State Tax	9/2022 monthly x 3 pays
10/12/2022	3977	Mountain State Waste	inv: 269692
10/12/2022	3978	HMT Publishers	inv #3266
10/12/2022	3979	Gray TV (was WDTV)	labor day x 2 invioeces
10/12/2022	3980	WV RADIO CORP	Partnership with Spiker's Bull Rid...
10/12/2022	3981	WVa Sportsman Magiz...	inv#303
10/12/2022	3982	Nikki Butler Design	inv#021480
10/12/2022	3983	Advent Media Group	inv#9131
10/12/2022	3984	...WhAW Radio	
10/12/2022	3985	Shentel	internet and phone
10/12/2022	3986	Exponet Telegram Ne...	inv#631046
10/12/2022	3987	WvrW Radio	LC Fair
10/12/2022	3988	Recreation News	inv.41417
10/12/2022	3989	...WOTR Radio	

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7/1/2022 through 6/30/2023

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Date	Num	Description	Memo
			Split Amount Adjustment
10/12/2022	3990	Kim Geer	ETF for payroll
10/12/2022	3991	Chris Richards	Executive Director ETF for payroll
10/12/2022	3992	...American Express	
<hr/>			
10/12/2022	3993	...Citibank Credit Card	
<hr/>			
			fallfest
			labor day
			lc fair
			enews
<hr/>			
10/12/2022	3994	...AmERICAN Express 4...	
<hr/>			
10/26/2022	3995	Kim Geer	ETF for payroll
10/26/2022	3996	Chris Richards	Executive Director ETF for payroll
10/26/2022	3997	Highmark Insurance	
11/9/2022	DEP	... HotEL MOTEL TAX PA...	
<hr/>			
11/9/2022	3998	Irs	10/2022 2 paydays
11/9/2022	3999	WVCPRB/Retirement	2 pays 10/2022
11/9/2022	4000	WV STATE TAX	monthly x 2 pays 11/22
11/9/2022	4001	...QUILL	
<hr/>			
11/9/2022	4002	...WBOY TV	Split Amount Adjustment WBOY EBOY
11/9/2022	4003	Advent Media Group	wd in cleveland inv#8900
11/9/2022	4004	...John LAW CPA	990's inv#34164 3rd inv # 34115
11/9/2022	4005	Shentel	internet and phone
11/9/2022	4006	Nikki Butler Design	inv 021500
11/9/2022	4007	Mountain State Waste	inv: 275018
11/9/2022	4008	Encova Insurance (for...	inv. 36413573
11/9/2022	4009	WhAW Radio	10-31-22
11/9/2022	4010	New Beginnings Desig...	inv.#102
11/9/2022	4011	WOTR Radio	calendar of event 10-31-22
11/9/2022	4012	Gray TV (was WDTV)	labor day x 2 invioces
11/9/2022	4013	WV Department Of To...	inv#WVTF20216008
11/9/2022	4014	Guest Quest	Wrt22-20
11/9/2022	4015	Kim Geer	ETF for payroll
11/9/2022	4016	Chris Richards	Executive Director ETF for payroll
11/9/2022	4017	...US Bank	

smmc with Stonewall

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Date	Num	Description	Memo
			certificate of existence
11/9/2022	4018	...Citibank Credit Card	
			fallfest
			enews
			google
11/9/2022	4019	...American Express	
11/9/2022	4020	AmERICAN Express 4...	
11/9/2022	4021	US Bank 4535	
11/23/2022	4022	Kim Geer	ETF for payroll
11/23/2022	4023	Chris Richards	Executive Director ETF for payroll
11/29/2022	4024	Recreation News	inv.41618
11/29/2022	4025	Exponet Telegram Ne...	inv#635380
11/29/2022	4026	Chris Richards	mileage for 11/22
11/29/2022	4027	Highmark Insurance	
11/29/2022	4028	...US Bank	
			certificate of existence
11/29/2022	4029	...AmERICAN Express 4...	
11/30/2022	DEP	... HotEL MOTEL TAX PA...	
12/9/2022	4030	WVCPRB/Retirement	2 pays 11/2022
12/9/2022	4031	Chase Marriott CC Card	diy tourism
12/15/2022	4032	Irs	11/2022 2 paydays
12/15/2022	4033	WV STATE TAX	monthly x 2 pays 11/22
12/15/2022	4034	STONEWALL RESORT	with WVT for Fam tour
12/15/2022	4035	Mountain State Waste	inv: 279524
12/15/2022	4036	Shentel	internet and phone
12/15/2022	4037	...LC Printing	
			Lewis County
			City of Weston
12/15/2022	4038	Recreation News	inv.41730
12/15/2022	4039	WOTR Radio	calendar of event 1122
12/15/2022	4040	Nikki Butler Design	inv 021514
12/15/2022	4041	Exponet Telegram Ne...	inv#638938
12/15/2022	4042	WhAW Radio	inv 1122
12/15/2022	4043	Wdtv 5	Partnership with Lambert's for pi...
12/15/2022	4044	WVa Sportsman Magiz...	inv#304
12/15/2022	4045	Kim Geer	ETF for payroll
12/15/2022	4046	Chris Richards	Executive Director ETF for payroll
12/15/2022	4047	...American Express	

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Date	Num	Description	Memo
12/15/2022	4048	...Citibank Credit Card	
			airplane
			enews
			google
12/21/2022	4049	Kim Geer	ETF for payroll
12/21/2022	4050	Chris Richards	Executive Director ETF for payroll
1/2/2023	4051	Highmark Insurance	
1/2/2023	4052	Kim Geer	ETF for payroll
1/2/2023	4053	Chris Richards	Executive Director ETF for payroll
1/9/2023	DEP	HotEL MOTEL TAX PA...for 10/2022	
1/9/2023	4054	Irs	12/2022 2 paydays
1/9/2023	4055	WVCPRB/Retirement	2 pays 12/2022
1/9/2023	4056	WV STATE TAX	monthly x 2 pays 12/22
1/9/2023	4057	WvaCVB	2022 fees
1/9/2023	4058	Group Travel Leader	inv 2022-21495
1/9/2023	4059	Nikki Butler Design	inv 021530
1/9/2023	4060	Recreation News	inv: 41853
1/9/2023	4061	Shentel	internet and phone
1/9/2023	4062	Mountain State Waste	inv: 471471
1/9/2023	4063	...Citibank Credit Card	
			miricale on main
			enews
			google
1/9/2023	4064	...American Express	
1/9/2023	4065	...American Express	
1/9/2023	4066	...US Bank	
1/18/2023	4067	Kim Geer	ETF for payroll
1/18/2023	4068	Chris Richards	Executive Director ETF for payroll
1/31/2023	DEP	HotEL MOTEL TAX PA...for 11/2022	
1/31/2023	4069	APA Media LLC	inv#220306
1/31/2023	4070	LC Chamber	
1/31/2023	4071	DH Web	inv#6061
1/31/2023	4072	John Law CPA	Quaterly taxes 4th quater/w-2 ye...
1/31/2023	4073	WVa Sportsman Magiz...inv#305	
1/31/2023	4074	WvrW Radio	inv. 1222
1/31/2023	4075	Exponet Telegram Ne... inv#642344	
1/31/2023	4076	...WhAW	
1/31/2023	4077	WV Department Of To... inv#WVTWI20216008	
1/31/2023	4078	Mountain State Waste	inv: 85447

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Date	Num	Description	Memo
1/31/2023	4079	WOTR Radio	calendar of event 1222
1/31/2023	4080	Kim Geer	ETF for payroll
1/31/2023	4081	Chris Richards	Executive Director ETF for payroll
1/31/2023	4082	Chris Richards	mileage for 1/23
1/31/2023	4083	Chase Marriott CC Card	
1/31/2023	4084	Highmark Insurance	
1/31/2023	4085	...US Bank	
<hr/>			
2/14/2023	4086	Irs	1/2023 2 paydays
2/14/2023	4087	WVCPRB/Retirement	2 pays 1/2023
2/15/2023	4088	WV STATE TAX	monthly x 2 pays 1/2023
2/15/2023	4089	WHAW/ WOTR Radio	calendar of events inv #0123
2/15/2023	4090	Advent Media Group	gh & wd in cleveland inv#9431
2/15/2023	4091	WOTR Radio	calendar of event inv #0123
2/15/2023	4092	Gandy Dancer Therate	inv. 020223
2/15/2023	4093	Recreation News	inv: 41946
2/15/2023	4094	Shentel	internet and phone
2/15/2023	4095	Mountain State Waste	inv: 508625
2/15/2023	4096	...New South Media	full page ad inv #13341 guides inv#13346
2/15/2023	4097	Nikki Butler Design	inv 021542
2/15/2023	4098	Kim Geer	ETF for payroll
2/15/2023	4099	Chris Richards	Executive Director ETF for payroll
2/15/2023	4100	US Bank 4535	with stonewall
2/15/2023	4101	...American Express	
<hr/>			
2/15/2023	4102	...Citibank Credit Card	
<hr/>			
			ENEWS
			GOOGLE
2/15/2023	4103	...AmERICAN Express 4...	
<hr/>			
2/15/2023	4104	Highmark Insurance	inv #230207194151
2/16/2023	DEP	HotEL MOTEL TAX PA...	for 12/2022
3/2/2023	4105	Irs	2/2023 2 paydays
3/2/2023	4106	WVCPRB/Retirement	2 pays 2/2023
3/2/2023	4107	WV State Tax	2/2023 2 pays monthly
3/2/2023	4108	Andy Godwin	package 1 for 1 year
3/2/2023	4109	WVa Sportsman Magiz...	inv#306
3/2/2023	4110	Exponet Telegram Ne...	inv. 650340
3/2/2023	4111	APA Media LLC	inv#221204
3/2/2023	4112	Chris Richards	mileage for 2/23
3/2/2023	4113	Kim Geer	ETF for payroll
3/2/2023	4114	Chris Richards	Executive Director ETF for payroll
3/2/2023	4115	Chase Marriott CC Card	
3/2/2023	4116	...American Express	

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Date	Num	Description	Memo
3/2/2023	4117	AmERICAN Express 4...	
3/2/2023	4118	...US Bank	
3/16/2023	DEP	HotEL MOTEL TAX PA...for 1/2023	
3/16/2023	4119	Highland Outdoors	inv#565
3/16/2023	4120	GREAT LAKES PUBLI...	inv#217490
3/16/2023	4121	NNikki Butler Design	inv 021563
3/16/2023	4122	WvhTA	dues 2023 inv. 1510
3/16/2023	4123	...LEWIS CO PRINTING	
3/16/2023	4124	Shentel	internet and phone
3/16/2023	4125	Road Runner Publishing	inv#55001
3/16/2023	4126	Guest Quest	SPR23-82
3/16/2023	4127	Kim Geer	ETF for payroll
3/16/2023	4128	Chris Richards	Executive Director ETF for payroll
3/16/2023	4129	...Citibank Credit Card	
		ENEWS	
		GOOGLE	
		wvmag choc. lovers	
		Irisj spring fest	
3/16/2023	4130	Highmark Insurance	
3/29/2023	4131	Irs	3/2023 2 paydays
3/29/2023	4132	WVCPRB/Retirement	2 pays 3/2023
3/29/2023	4133	WV STATE TAX	monthly x 2 pays 3/2023
3/29/2023	4134	Recreation News	inv: 42066
3/29/2023	4135	WhAW Radio	inv 0223
3/29/2023	4136	WvaCVB	2022 membership dues
3/29/2023	4137	WOTR Radio	calendar of event inv #0223
3/29/2023	4138	Summit Media	LCHS maids finals
3/29/2023	4139	Kim Geer	ETF for payroll
3/29/2023	4140	Chris Richards	Executive Director ETF for payroll
3/29/2023	4141	...US Bank	
State of WV			
3/29/2023	4142	Chase Marriott CC Card	
3/29/2023	4143	...AmERICAN Express 4...	
		previous balance	
4/5/2023	4144	WVCPRB/Retirement	extra 3rd pay in march
4/5/2023	4145	Irs	extra for 3rd pay in march
4/14/2023	4146	Kim Geer	ETF for payroll

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Date	Num	Description	Memo
4/14/2023	4147	Chris Richards	Executive Director ETF for payroll
4/14/2023	4148	...American Express	
<hr/>			
4/24/2023	DEP	HotEL MOTEL TAX PA...for 2/2023	
4/24/2023	4149	Irs	extra for 2X
4/24/2023	4150	WVCPRB/Retirement	for 2 pays
4/24/2023	4151	WV State Tax	3/2023 monthly
4/24/2023	4152	Lisa K. Thornburg, CPA	inv# lewis co cvb 2020,2021,2022
4/24/2023	4153	Mountain State Waste	inv: 518812
4/24/2023	4154	WOTR Radio	calendar of event inv #3-31-23
4/24/2023	4155	Shentel	internet and phone
4/24/2023	4156	WhAW Radio	inv 3-31-23
4/24/2023	4157	Nikki Butler Design	inv 2573 and 21574 LLC Logo d...
4/24/2023	4158	Exponet Telegram Ne...	inv. 654330
4/24/2023	4159	BMC Productions, LLC	
4/24/2023	4160	New Beginnings Desig...	inv.#103
4/24/2023	4161	...WVa Sportsman Magiz...	monthly ad #302 full year digital ad
4/24/2023	4162	WV Department Of To...	inv#WVDTSS20226008
4/24/2023	4163	Kim Geer	ETF for payroll
4/24/2023	4164	Chris Richards	Executive Director ETF for payroll
4/24/2023	4165	...Citibank Credit Card	
<hr/>			
			ENEWS
			GOOGLE
<hr/>			
			Irish spring fest
4/24/2023	4166	Highmark Insurance	
5/1/2023	4167	US Treasury	from 1st quater taxes
5/1/2023	4168	WV State Tax	1st quater taxes
5/1/2023	4169	WV UNEMPLOYMENT...	1st quater taxes
5/11/2023	DEP	HotEL MOTEL TAX PA...for 3/2023	
5/11/2023	4170	Nikki Butler Design	inv 021593
5/11/2023	4171	John LAW CPA	1st quater taxes 2023 inv 35302
5/11/2023	4172	Mountain State Waste	inv: 595663
5/11/2023	4173	Bowles Rice	Movie contract
5/11/2023	4174	RR Donnelley	2500 - inv#7544361606
5/11/2023	4175	WOTR Radio	calendar of event inv #0423
5/11/2023	4176	** Void**executive Ink, ...	executive ink
5/11/2023	4177	Executive Ink, LLC	inv.#52930-r
5/11/2023	4178	WhAW Radio	inv 0423
5/11/2023	4179	Shentel	internet and phone
5/11/2023	4180	Chris Richards	mileage for 2/23
5/11/2023	4181	...US Bank	STS Domestic
<hr/>			
			SMPR and DYI Tourism
			website hosting
<hr/>			
5/11/2023	4182	...Citibank Credit Card	

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7/1/2022 through 6/30/2023

7/28/2023

Date	Num	Description	Memo
			ENEWS
			GOOGLE & adobe
			Irish spring fest
5/11/2023	EFT	Kim Geer	ETF for payroll stub 4192
5/11/2023	EFT	Chris Richards	stub 4192 ETF for payroll
5/22/2023	4183	...American Express	
5/22/2023	4184	...AmERICAN Express 4...	
			previous balance
5/22/2023	EFT	Kim Geer	ETF for payroll stub 4192
5/22/2023	EFT	Chris Richards	EFT on stub 4192
6/1/2023	4185	Irs	extra for 2X
6/1/2023	4186	WVCPRB/Retirement	for 2 pays
6/1/2023	4187	WV State Tax	5/2023 monthly
6/1/2023	4188	WVa Sportsman Magiz...inv#308	
6/1/2023	4189	Guest Quest	SM23-85
6/1/2023	4190	LAMBERT'S VINTAGE...inv#12924	
6/1/2023	4191	New Beginnings Desig... inv.#104	
6/1/2023	4192	Highmark Insurance	inv#230510088372
6/7/2023	4193	Kim Geer	ETF for payroll
6/7/2023	4194	Chris Richards	Executive Director ETF for payroll
6/7/2023	DEP	HotEL MOTEL TAX PA...for 4/2023	
6/16/2023	4195	...US Bank	STS Domestic
			STS
6/23/2023	4196	Irs	extra for 2X
6/23/2023	4197	WVCPRB/Retirement	for 2 pays
6/23/2023	4198	WV State Tax	6/2023 monthly
6/23/2023	4199	Recreation News	inv: 42315 & 42441
6/23/2023	4200	WhAW Radio	inv 0523
6/23/2023	4201	Mountain State Waste	inv: 611626
6/23/2023	4202	WOTR Radio	calendar of event inv #0523
6/23/2023	4203	Shentel	internet and phone
6/23/2023	4204	...Exponet Telegram Ne...	
			x 2
			graduation
6/23/2023	4205	Nikki Butler Design	inv 021609
6/23/2023	4206	Kim Geer	ETF for payroll
6/23/2023	4207	Chris Richards	Executive Director ETF for payroll

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Date	Num	Description	Memo
6/23/2023	4208	Chris Richards	mileage for 6/23
6/23/2023	4209	...Citibank Credit Card	
			ENEWS
			GOOGLE
			jfa&c
6/23/2023	4210	Highmark Insurance	inv230609407012
6/23/2023	4211	...American Express	
6/23/2023	4212	...AmERICAN Express 4...	
			previous balance

**7/1/2022 - 6/30/2023**

**BALANCE 6/30/2023**

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Category	Tag	Amount
<b>BALANCE 6/30/2022</b>		<b>224,216.46</b>
EMPLOYEE EXPENSES:Monthly Withholding Tax	**paid online**	-1,201.16
EMPLOYEE EXPENSES:RETIREMENT	**paid online**	-809.41
EMPLOYEE EXPENSES:Monthly Withholding Tax		-234.00
EMPLOYEE EXPENSES:WORKERS COMP		-31.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD	C of E:july 4th	-65.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD	C of E	-175.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD	C of E:LC Fact book	-210.00
PROMOTIONAL ACTIVITIES:Civil War Trail Sign		-200.00
OFFICE EXPENSES:Insurance		-527.89
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-350.00
PROMOTIONAL ACTIVITIES:promo video & photo...		-350.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	C of E	-655.00
EMPLOYEE EXPENSES:QUARTERLY TAXES		-1,231.46
PROMOTIONAL ACTIVITIES:design		-1,500.00
EMPLOYEE EXPENSES:Salary Expense	ETF	-938.14
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32
PROMOTIONAL ACTIVITIES:Meetings	**paid online**	-49.54
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:google	-1,605.63
PROMOTIONAL ACTIVITIES:Meetings	**paid online**:Annual Din...	-545.70
	**paid online**	0.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-1,857.10
PROMOTIONAL ACTIVITIES:Meetings	**paid online**:facebook	-225.61
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...	**paid online**	-139.92
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-900.00
PROMOTIONAL ACTIVITIES:e-newsletter	**paid online**:enews	-391.14
OFFICE EXPENSES:OFFICE SUPPLIES		-257.80
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...		-15.89
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...	Adobe	-384.94
PROMOTIONAL ACTIVITIES:WEBSITES	godaddy	-128.35
Late Fee		-39.00
Finace Charges		-74.60
statement credit		132.46
HOTEL MOTEL TAX		45,208.23
EMPLOYEE EXPENSES:Salary Expense	ETF	-937.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32
EMPLOYEE EXPENSES:QUARTERLY TAXES		-25.44
EMPLOYEE EXPENSES:QUARTERLY TAXES		-6.24
EMPLOYEE EXPENSES:Monthly Withholding Tax		-242.00
PROMOTIONAL ACTIVITIES:PROMOTIONAL AC...	co-op ads	-7,073.80
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-125.00
PROMOTIONAL ACTIVITIES:phone & internet		-279.69
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-220.00
OFFICE EXPENSES:Tax Preparation		-125.00
EMPLOYEE EXPENSES:Monthly Withholding Tax	**paid online**	-1,254.64
EMPLOYEE EXPENSES:RETIREMENT	**paid online**	-773.48
EMPLOYEE EXPENSES:Health insurance		-2,079.25
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS		-855.53
PROMOTIONAL ACTIVITIES:WEBSITES	website godaddy	-204.42
PROMOTIONAL ACTIVITIES:Meetings:Meeting tr...		-171.01
OFFICE EXPENSES:OFFICE SUPPLIES		-80.40

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7/1/2022 through 6/30/2023

7/28/2023

Category	Tag	Amount
END OF YEAR FINAL ADJUSTMENT		20,916.00
EMPLOYEE EXPENSES:Salary Expense	ETF	-937.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32
PROMOTIONAL ACTIVITIES:ADVERTISING AD		-655.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-125.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-350.00
PROMOTIONAL ACTIVITIES:ADVERTISING ITE...	brochures	-2,442.49
PROMOTIONAL ACTIVITIES:phone & internet		-279.09
OFFICE EXPENSES:trash		-1,385.59
PROMOTIONAL ACTIVITIES:ADVERTISING AD	C of E	-175.00
PROMOTIONAL ACTIVITIES:design		-1,500.00
PROMOTIONAL ACTIVITIES:Shipping & stamps	fed ex	-75.22
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...	Adobe	-15.89
PROMOTIONAL ACTIVITIES:Meetings:Meeting tr...		-230.52
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS		-212.90
OFFICE EXPENSES:OFFICE SUPPLIES		-209.85
statement credit		3.95
OFFICE EXPENSES:OFFICE SUPPLIES		-484.01
PROMOTIONAL ACTIVITIES:e-newsletter	**paid online**:enews	-391.14
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:google	-1,668.93
PROMOTIONAL ACTIVITIES:Shipping & stamps	**paid online**:stamps	-932.00
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS	**paid online**	-577.40
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-143.08
PROMOTIONAL ACTIVITIES:Meetings	**paid online**:facebook	-274.39
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-122.23
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...	**paid online**:google	-2.13
HOTEL MOTEL TAX		49,394.51
EMPLOYEE EXPENSES:Salary Expense	ETF	-937.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32
EMPLOYEE EXPENSES:Monthly Withholding Tax	**paid online**	-1,254.64
EMPLOYEE EXPENSES:RETIREMENT	**paid online**	-773.48
		0.00
EMPLOYEE EXPENSES:Monthly Withholding Tax		-242.00
OFFICE EXPENSES:trash		-10.69
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-2,168.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD		-220.00
PROMOTIONAL ACTIVITIES:SPONSORSHIP		-75.00
PROMOTIONAL ACTIVITIES:promo video & photo...		-200.00
EMPLOYEE EXPENSES:WORKERS COMP		-145.00
EMPLOYEE EXPENSES:REIMBURSEMENT TRA...		-275.90
PROMOTIONAL ACTIVITIES:ADVERTISING ITE...		-765.08
PROMOTIONAL ACTIVITIES:WEBSITES	website godaddy	-64.69
PROMOTIONAL ACTIVITIES:Meetings	Annual Dinner	-662.50
OFFICE EXPENSES:OFFICE SUPPLIES		-285.40
PROMOTIONAL ACTIVITIES:Meetings:Meeting tr...		-118.22
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...		-145.15
PROMOTIONAL ACTIVITIES:Meetings:Meeting tr...		-270.56
EMPLOYEE EXPENSES:Health insurance		-2,079.25
OFFICE EXPENSES:OFFICE SUPPLIES		-243.94
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi... Adobe		-15.89
EMPLOYEE EXPENSES:Salary Expense	ETF	-937.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32

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Category	Tag	Amount
HOTEL MOTEL TAX		60,635.62
PROMOTIONAL ACTIVITIES:SPONSORSHIP		-500.00
PROMOTIONAL ACTIVITIES:Partnership	commercials & digital	-659.88
PROMOTIONAL ACTIVITIES:Partnership	labor day	-620.83
PROMOTIONAL ACTIVITIES:ADVERTISING AD		-1,282.50
OFFICE EXPENSES:trash		-545.00
PROMOTIONAL ACTIVITIES:phone & internet		-276.58
PROMOTIONAL ACTIVITIES:Partnership	labor day	-750.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD	C of E:labor day	-200.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD	C of E	-175.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD	C of E:labor day	-200.00
PROMOTIONAL ACTIVITIES:Partnership	C of E:labor day	-750.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	C of E	-655.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-125.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	labor day	-750.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	C of E	-350.00
		0.00
PROMOTIONAL ACTIVITIES:design		-1,500.00
PROMOTIONAL ACTIVITIES:fees for membership		-580.00
EMPLOYEE EXPENSES		-406.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-937.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32
PROMOTIONAL ACTIVITIES:e-newsletter	**paid online**:enews	-391.14
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:google	-1,938.01
PROMOTIONAL ACTIVITIES:Meetings:Meeting tr...	**paid online**	-40.38
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-687.99
PROMOTIONAL ACTIVITIES:Meetings	**paid online**:facebook	-499.96
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-701.75
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...	**paid online**:google	-2.13
PROMOTIONAL ACTIVITIES:ADVERTISING ITE...		-1,147.49
PROMOTIONAL ACTIVITIES:Education:Ed travel	sts connections	-118.44
OFFICE EXPENSES:OFFICE SUPPLIES		-10.00
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...	microsoft	-4.27
EMPLOYEE EXPENSES:Health insurance		-2,079.25
EMPLOYEE EXPENSES:Monthly Withholding Tax	**paid online**	-1,881.96
EMPLOYEE EXPENSES:RETIREMENT	**paid online**	-1,160.22
EMPLOYEE EXPENSES:Monthly Withholding Tax		-363.00
OFFICE EXPENSES:trash		-114.31
PROMOTIONAL ACTIVITIES:ADVERTISING AD		-249.00
PROMOTIONAL ACTIVITIES:Partnership	labor day	-124.10
PROMOTIONAL ACTIVITIES:PROMOTIONAL AC...	radio ads	-1,500.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-100.00
PROMOTIONAL ACTIVITIES:design		-1,500.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...	GD & WD in dayton, oh	-1,042.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD	C of E	-655.00
PROMOTIONAL ACTIVITIES:Partnership	LC Fair	-1,000.00
PROMOTIONAL ACTIVITIES:phone & internet		-278.38
PROMOTIONAL ACTIVITIES:ADVERTISING AD	C of E	-175.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD		-500.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-125.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	LC Fair	-500.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	C of E	-350.00

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Category	Tag	Amount
		0.00
EMPLOYEE EXPENSES:Salary Expense	ETF	-937.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32
PROMOTIONAL ACTIVITIES:Shipping & stamps	Adobe:fed ex	-25.36
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...	Adobe	-15.89
PROMOTIONAL ACTIVITIES:Education:Ed travel	Adobe:sts connections	-627.15
statement credit	Adobe:sts connections	62.72
PROMOTIONAL ACTIVITIES:e-newsletter	**paid online**:enews	-391.14
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:google	-2,020.62
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS	**paid online**	-118.22
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-454.64
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-511.61
PROMOTIONAL ACTIVITIES:Meetings	**paid online**:facebook	-1,004.79
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-638.82
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...	**paid online**:google	-2.13
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...	**paid online**:Hootesuite	-623.28
OFFICE EXPENSES:OFFICE SUPPLIES		-127.53
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS		-157.93
statement credit	cashback	36.45
statement credit	return	27.81
EMPLOYEE EXPENSES:Salary Expense	ETF	-937.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32
EMPLOYEE EXPENSES:Health insurance		-2,079.25
HOTEL MOTEL TAX		50,544.18
Tax Refund	irs	6.84
Tax Refund	irs	1,261.89
EMPLOYEE EXPENSES:Monthly Withholding Tax	**paid online**	-1,254.64
EMPLOYEE EXPENSES:RETIREMENT	**paid online**	-773.48
EMPLOYEE EXPENSES:QUARTERLY TAXES		-242.00
OFFICE EXPENSES:OFFICE SUPPLIES		-212.97
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS		-34.98
Sales Tax		-13.76
		0.00
PROMOTIONAL ACTIVITIES:Partnership	labor day	-75.00
PROMOTIONAL ACTIVITIES:Partnership	labor day	-15.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-1,224.00
Year End Taxes		-960.00
EMPLOYEE EXPENSES:QUARTERLY TAXES		-125.00
PROMOTIONAL ACTIVITIES:phone & internet		-275.04
PROMOTIONAL ACTIVITIES:design		-1,500.00
OFFICE EXPENSES:trash		-500.50
EMPLOYEE EXPENSES:WORKERS COMP		-218.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-155.00
PROMOTIONAL ACTIVITIES:promo video & photo...		-300.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-350.00
PROMOTIONAL ACTIVITIES:Partnership	labor day	-124.10
PROMOTIONAL ACTIVITIES:PROMOTIONAL AC...	co-op ads	-14,361.66
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-3,559.00
EMPLOYEE EXPENSES:Salary Expense	ETF	-937.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32
PROMOTIONAL ACTIVITIES:ADVERTISING ITE...		-712.27
PROMOTIONAL ACTIVITIES:travel show	Partnership	-1,995.00

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Category	Tag	Amount
PROMOTIONAL ACTIVITIES:WEBSITES	godaddy	-481.54
OFFICE EXPENSES:OFFICE SUPPLIES		-19.88
PROMOTIONAL ACTIVITIES:fees for membership	TTRA	-445.00
PROMOTIONAL ACTIVITIES:e-newsletter	**paid online**:enews	-391.14
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:google	-1,934.68
PROMOTIONAL ACTIVITIES:Meetings	**paid online**	-59.59
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-45.35
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-159.43
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...	**paid online**:software	-2.13
PROMOTIONAL ACTIVITIES:Shipping & stamps	Adobe:fed ex	-80.14
OFFICE EXPENSES:OFFICE SUPPLIES	Adobe	-84.13
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS	Adobe	-227.88
OFFICE EXPENSES:OFFICE SUPPLIES		-131.91
PROMOTIONAL ACTIVITIES:fees for membership		-55.00
EMPLOYEE EXPENSES:Salary Expense	ETF	-937.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-125.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD	C of E	-175.00
EMPLOYEE EXPENSES		-499.38
EMPLOYEE EXPENSES:Health insurance		-2,079.25
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS		-372.76
PROMOTIONAL ACTIVITIES:travel show	STS	-1,495.00
PROMOTIONAL ACTIVITIES:WEBSITES	godaddy	-1,123.94
OFFICE EXPENSES:OFFICE SUPPLIES		-33.84
PROMOTIONAL ACTIVITIES:Education:Ed travel	Diy	-197.52
PROMOTIONAL ACTIVITIES:Meetings		-39.00
OFFICE EXPENSES:OFFICE SUPPLIES		-86.03
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS		-296.72
statement credit	cashback	17.70
HOTEL MOTEL TAX		56,885.24
refund check	Encova	8.00
EMPLOYEE EXPENSES:RETIREMENT	**paid online**	-773.48
PROMOTIONAL ACTIVITIES:Education:Ed travel		-713.81
EMPLOYEE EXPENSES:Monthly Withholding Tax	**paid online**	-1,254.64
EMPLOYEE EXPENSES:QUARTERLY TAXES		-242.00
PROMOTIONAL ACTIVITIES:Partnership	Partnership	-783.27
OFFICE EXPENSES:trash		-125.00
PROMOTIONAL ACTIVITIES:phone & internet		-275.26
Sales Tax	sales tax	-24.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD	Calendar	-200.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD	Calendar	-200.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-125.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-350.00
PROMOTIONAL ACTIVITIES:design		-1,500.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD	C of E	-175.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-155.00
PROMOTIONAL ACTIVITIES:Partnership		-500.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-220.00
EMPLOYEE EXPENSES:Salary Expense	ETF	-937.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32
PROMOTIONAL ACTIVITIES:Shipping & stamps	Adobe:fed ex	-41.42
OFFICE EXPENSES:OFFICE SUPPLIES	Adobe	-129.45

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Category	Tag	Amount
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...	Adobe	-15.89
PROMOTIONAL ACTIVITIES:e-newsletter	**paid online**:enews	-391.14
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:google	-1,975.33
PROMOTIONAL ACTIVITIES:Meetings	**paid online**	-37.38
PROMOTIONAL ACTIVITIES:travel show:TS Travel	**paid online**:sts domestic	-655.98
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-499.98
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...	**paid online**:software	-2.13
EMPLOYEE EXPENSES:Salary Expense	ETF	-937.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32
EMPLOYEE EXPENSES:Health insurance		-2,221.03
EMPLOYEE EXPENSES:Salary Expense	ETF	-937.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32
HOTEL MOTEL TAX		52,119.47
EMPLOYEE EXPENSES:Monthly Withholding Tax	**paid online**	-1,254.64
EMPLOYEE EXPENSES:RETIREMENT	**paid online**	-773.48
EMPLOYEE EXPENSES:QUARTERLY TAXES		-242.00
Fees For Accreditation		-350.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-2,500.00
PROMOTIONAL ACTIVITIES:design		-1,500.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-125.00
PROMOTIONAL ACTIVITIES:phone & internet		-279.22
OFFICE EXPENSES:trash		-125.00
PROMOTIONAL ACTIVITIES:e-newsletter	**paid online**:enews	-391.14
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:google	-2,134.03
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-424.89
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-499.80
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...	**paid online**:software	-2.13
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS	Adobe	-184.28
OFFICE EXPENSES:OFFICE SUPPLIES	Adobe	-22.45
statement credit	Adobe	10.59
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS	Adobe	-175.44
OFFICE EXPENSES:OFFICE SUPPLIES	Adobe	-233.28
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...	Adobe	-15.89
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS		-17.98
PROMOTIONAL ACTIVITIES:WEBSITES	godaddy	-420.49
PROMOTIONAL ACTIVITIES:Meetings:Meeting tr...		-42.66
OFFICE EXPENSES:OFFICE SUPPLIES		-622.54
statement credit		303.88
EMPLOYEE EXPENSES:Salary Expense	ETF	-937.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32
HOTEL MOTEL TAX		32,602.21
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...	travel taste +tour	-3,450.00
Fees For Membership		-150.00
PROMOTIONAL ACTIVITIES:WEBSITES	yearly hosting plus	-500.00
EMPLOYEE EXPENSES:QUARTERLY TAXES		-155.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-220.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD		-200.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD	C of E	-260.00
PROMOTIONAL ACTIVITIES:Partnership	C of E:christmas	-200.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	C of E	-655.00
PROMOTIONAL ACTIVITIES:PROMOTIONAL AC...	co-op ads	-12,811.00
OFFICE EXPENSES:trash		-525.25

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Category	Tag	Amount
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-350.00
EMPLOYEE EXPENSES:Salary Expense	ETF	-937.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32
EMPLOYEE EXPENSES		-186.68
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi... quicken		-88.91
EMPLOYEE EXPENSES:Health insurance		-2,221.03
PROMOTIONAL ACTIVITIES:Meetings:Meeting tr...		-35.10
PROMOTIONAL ACTIVITIES:WEBSITES	godaddy	-244.54
PROMOTIONAL ACTIVITIES:Education:Ed travel	HU	-400.00
PROMOTIONAL ACTIVITIES:Education		-2,500.00
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS		-32.10
EMPLOYEE EXPENSES:Monthly Withholding Tax	**paid online**	-1,254.64
EMPLOYEE EXPENSES:RETIREMENT	**paid online**	-773.48
EMPLOYEE EXPENSES:QUARTERLY TAXES		-242.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD		-655.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-1,529.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-350.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-1,000.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-125.00
PROMOTIONAL ACTIVITIES:phone & internet		-279.66
OFFICE EXPENSES:trash		-130.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD		-1,000.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...	production	-250.00
PROMOTIONAL ACTIVITIES:design		-1,500.00
EMPLOYEE EXPENSES:Salary Expense	ETF	-937.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32
PROMOTIONAL ACTIVITIES:Partnership	select travel	-1,995.00
PROMOTIONAL ACTIVITIES:Meetings:Meeting tr...	Adobe	-31.03
OFFICE EXPENSES:OFFICE SUPPLIES	Adobe	-101.09
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi... Adobe		-15.89
PROMOTIONAL ACTIVITIES:e-newsletter	**paid online**:.enews	-391.14
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:.google	-2,155.73
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:.facebook	-560.95
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi... **paid online**:.software		-2.13
OFFICE EXPENSES:OFFICE SUPPLIES		-273.94
statement credit	cashback	22.60
EMPLOYEE EXPENSES:Health insurance		-2,221.03
HOTEL MOTEL TAX		29,347.81
EMPLOYEE EXPENSES:Monthly Withholding Tax	**paid online**	-1,254.64
EMPLOYEE EXPENSES:RETIREMENT	**paid online**	-773.48
EMPLOYEE EXPENSES:Monthly Withholding Tax		-242.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	centralwvfishingintel.com	-1,800.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-220.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD	C of E	-468.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...	travel taste +tour	-3,450.00
EMPLOYEE EXPENSES		-221.39
EMPLOYEE EXPENSES:Salary Expense	ETF	-937.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32
PROMOTIONAL ACTIVITIES:Meetings:Meeting tr...	WVHTA and Torusim day	-399.97
PROMOTIONAL ACTIVITIES:Shipping & stamps	Adobe:fed ex	-23.46
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi... Adobe		-15.89
statement credit	Adobe	2.35

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Category	Tag	Amount
OFFICE EXPENSES:OFFICE SUPPLIES		-365.00
PROMOTIONAL ACTIVITIES:Meetings:Meeting tr...		-57.00
PROMOTIONAL ACTIVITIES:WEBSITES	godaddy	-10.30
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...		-114.23
PROMOTIONAL ACTIVITIES:travel show		-1,695.00
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS		-308.73
PROMOTIONAL ACTIVITIES:travel show:TS Travel		-245.10
OFFICE EXPENSES:OFFICE SUPPLIES		-196.87
HOTEL MOTEL TAX		21,233.56
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-2,000.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-1,978.00
PROMOTIONAL ACTIVITIES:design		-1,500.00
Fees For Membership		-321.00
Sales Tax	placemats	-6.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD	placemats	-100.00
PROMOTIONAL ACTIVITIES:phone & internet		-278.07
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-2,168.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-4,125.00
EMPLOYEE EXPENSES:Salary Expense	ETF	-937.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32
PROMOTIONAL ACTIVITIES:e-newsletter	**paid online**:enews	-391.14
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:google	-3,155.68
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-426.48
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...	**paid online**:software	-2.13
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-500.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-11.42
PROMOTIONAL ACTIVITIES:Meetings	**paid online**	-40.66
EMPLOYEE EXPENSES:Health insurance		-2,221.03
EMPLOYEE EXPENSES:Monthly Withholding Tax	**paid online**	-1,254.64
EMPLOYEE EXPENSES:RETIREMENT	**paid online**	-773.48
EMPLOYEE EXPENSES:QUARTERLY TAXES		-242.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-125.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-655.00
PROMOTIONAL ACTIVITIES:fees for membership		-1,750.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-350.00
PROMOTIONAL ACTIVITIES:PROMOTIONAL AC...		-100.00
EMPLOYEE EXPENSES:Salary Expense	ETF	-937.72
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,106.32
PROMOTIONAL ACTIVITIES:Meetings		-129.87
PROMOTIONAL ACTIVITIES:WEBSITES	godaddy	-144.34
PROMOTIONAL ACTIVITIES:Education:Ed travel	Hospitality u	-1,823.18
OFFICE EXPENSES	Annual report	-25.00
OFFICE EXPENSES:OFFICE SUPPLIES		-219.18
statement credit		8.30
PROMOTIONAL ACTIVITIES:fees for membership		-99.00
OFFICE EXPENSES:OFFICE SUPPLIES		-148.73
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS		-84.20
Finace Charges	cashback	-5.83
OFFICE EXPENSES:OFFICE SUPPLIES		-6.10
EMPLOYEE EXPENSES:RETIREMENT	**paid online**	-386.74
EMPLOYEE EXPENSES:Monthly Withholding Tax	**paid online**	-627.32
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,023.31

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Category	Tag	Amount
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,180.59
OFFICE EXPENSES		-228.38
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS		-119.92
PROMOTIONAL ACTIVITIES:Shipping & stamps	fed ex	-43.53
statement credit		1.59
HOTEL MOTEL TAX		24,758.75
EMPLOYEE EXPENSES:Monthly Withholding Tax	**paid online**	-1,280.68
EMPLOYEE EXPENSES:RETIREMENT	**paid online**	-812.34
EMPLOYEE EXPENSES:Monthly Withholding Tax		-192.00
OFFICE EXPENSES:Finacial Review	3 year financial review	-4,500.00
OFFICE EXPENSES:trash		-539.63
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-350.00
PROMOTIONAL ACTIVITIES:phone & internet		-277.42
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-655.00
PROMOTIONAL ACTIVITIES:design		-2,100.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD	C of E	-234.00
PROMOTIONAL ACTIVITIES:promo video & photo...partnership with LC Comm...		-15,000.00
PROMOTIONAL ACTIVITIES:promo video & photo...		-300.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD		-220.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-500.00
PROMOTIONAL ACTIVITIES:PROMOTIONAL AC... co-op ads		-29,253.15
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,023.31
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,180.59
PROMOTIONAL ACTIVITIES:e-newsletter	**paid online**:enews	-391.14
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:google	-1,155.32
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-111.42
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...	**paid online**:software	-2.13
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS	**paid online**	-361.55
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:facebook	-131.03
EMPLOYEE EXPENSES:Health insurance		-2,221.03
EMPLOYEE EXPENSES:QUARTERLY TAXES		-0.61
EMPLOYEE EXPENSES:Monthly Withholding Tax		-121.00
EMPLOYEE EXPENSES:QUARTERLY TAXES		-270.00
HOTEL MOTEL TAX		31,136.45
PROMOTIONAL ACTIVITIES:design		-1,500.00
OFFICE EXPENSES:Tax Preparation		-140.00
OFFICE EXPENSES:trash		-567.75
OFFICE EXPENSES	Legal Work	-609.00
PROMOTIONAL ACTIVITIES:ADVERTISING ITE...	brochures	-2,427.83
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-350.00
void		0.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD		-3,450.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-655.00
PROMOTIONAL ACTIVITIES:phone & internet		-280.25
EMPLOYEE EXPENSES		-155.89
PROMOTIONAL ACTIVITIES:travel show:TS Travel		-375.55
PROMOTIONAL ACTIVITIES:WEBSITES	godaddy	-256.67
PROMOTIONAL ACTIVITIES:Education		-856.15
PROMOTIONAL ACTIVITIES:Partnership	LC Fair	-212.00
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS		-513.14
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...		-106.99
PROMOTIONAL ACTIVITIES:e-newsletter	**paid online**:enews	-391.14

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Category	Tag	Amount
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:google	-2,154.89
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	facebook	-780.33
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...	software	-256.40
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	facebook	-619.65
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	facebook	-357.55
PROMOTIONAL ACTIVITIES:Shipping & stamps	USPS	-508.42
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,023.31
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,180.59
OFFICE EXPENSES		-99.13
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...		-15.89
PROMOTIONAL ACTIVITIES:Shipping & stamps	fed ex	-15.88
statement credit		82.76
PROMOTIONAL ACTIVITIES:travel show:TS Travel	sts domestic	-1,126.17
PROMOTIONAL ACTIVITIES:fees for membership		-95.00
OFFICE EXPENSES:OFFICE SUPPLIES		-172.50
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS		-42.76
Finace Charges		-4.83
		0.00
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,023.31
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,180.59
EMPLOYEE EXPENSES:Monthly Withholding Tax	**paid online**	-1,280.68
EMPLOYEE EXPENSES:RETIREMENT	**paid online**	-812.34
EMPLOYEE EXPENSES:Monthly Withholding Tax		-192.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-220.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-5,465.00
PROMOTIONAL ACTIVITIES		-376.30
PROMOTIONAL ACTIVITIES:promo video & photo...		-250.00
EMPLOYEE EXPENSES:Health insurance		-2,221.03
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,023.31
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,180.59
HOTEL MOTEL TAX		38,420.84
PROMOTIONAL ACTIVITIES:travel show:TS Travel		-89.15
PROMOTIONAL ACTIVITIES:WEBSITES	godaddy	-20.61
PROMOTIONAL ACTIVITIES:Meetings:Meeting tr...		-38.01
PROMOTIONAL ACTIVITIES:fees for membership		-590.00
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS		-635.60
OFFICE EXPENSES:OFFICE SUPPLIES		-29.73
EMPLOYEE EXPENSES:Monthly Withholding Tax	**paid online**	-1,280.68
EMPLOYEE EXPENSES:RETIREMENT	**paid online**	-812.34
EMPLOYEE EXPENSES:Monthly Withholding Tax		-192.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-250.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD ...		-655.00
OFFICE EXPENSES:trash		-532.75
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...		-350.00
PROMOTIONAL ACTIVITIES:phone & internet		-277.24
PROMOTIONAL ACTIVITIES:ADVERTISING AD	jane lew spring arts & crafts	-150.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD	C of E	-468.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD		-125.00
PROMOTIONAL ACTIVITIES:ADVERTISING AD	ecom update	-225.00
PROMOTIONAL ACTIVITIES:design		-1,500.00
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,023.31
EMPLOYEE EXPENSES:Salary Expense	ETF	-1,180.59

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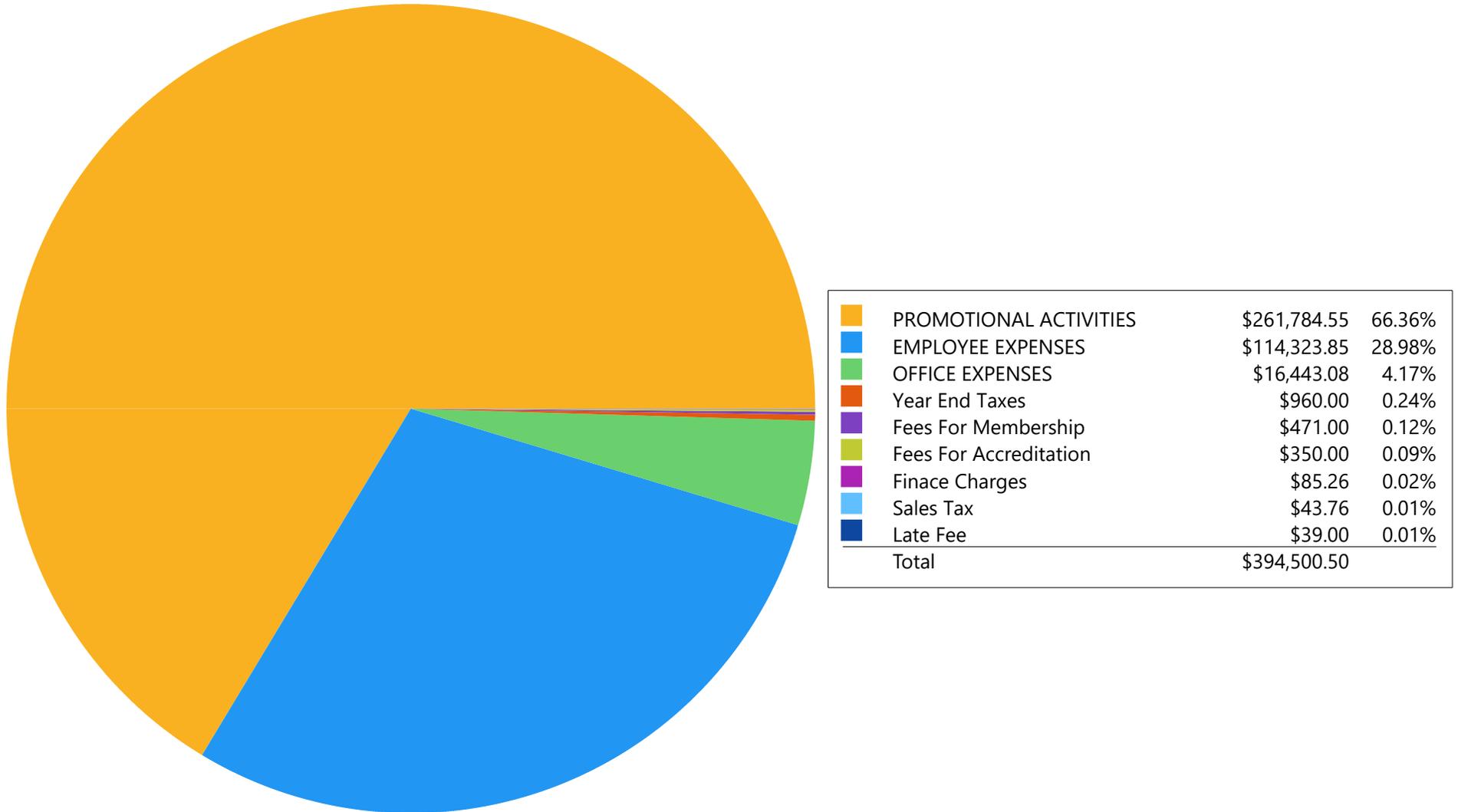
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Category	Tag	Amount
EMPLOYEE EXPENSES		-565.27
PROMOTIONAL ACTIVITIES:e-newsletter	**paid online**:enews	-391.14
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	**paid online**:google	-2,154.24
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	facebook	-208.82
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...	software	-2.13
PROMOTIONAL ACTIVITIES:ADVERTISING AD:...	facebook	-129.58
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS		-93.89
PROMOTIONAL ACTIVITIES:Education		-177.50
PROMOTIONAL ACTIVITIES:fees for membership		-99.00
EMPLOYEE EXPENSES:Health insurance		-2,221.03
OFFICE EXPENSES		-76.81
PROMOTIONAL ACTIVITIES:PROMOTIONAL Offi...		-397.36
PROMOTIONAL ACTIVITIES:Shipping & stamps	fed ex	-36.10
statement credit		19.50
PROMOTIONAL ACTIVITIES:Education		-168.00
OFFICE EXPENSES:OFFICE SUPPLIES		-221.85
PROMOTIONAL ACTIVITIES:ADVERTISING ITEMS		-86.99
Finace Charges		0.00
		0.00
<b>7/1/2022 - 6/30/2023</b>		<b>120,711.76</b>
<b>BALANCE 6/30/2023</b>		<b>344,928.22</b>
	<b>TOTAL INFLOWS</b>	<b>515,212.26</b>
	<b>TOTAL OUTFLOWS</b>	<b>-394,500.50</b>
	<b>NET TOTAL</b>	<b>120,711.76</b>

# Expenses graph year end - 2023

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## Spending by Category year end - 2023

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Category	7/1/2022- 6/30/2023
Uncategorized	0.00
<b>EMPLOYEE EXPENSES</b>	<b>114,323.85</b>
Health insurance	25,943.46
Monthly Withholding Tax	19,609.60
<b>QUARTERLY TAXES</b>	<b>3,023.75</b>
Other EMPLOYEE EXPENSES:QUART...	3,023.75
REIMBURSEMENT TRAVEL	275.90
RETIREMENT	10,981.23
Salary Expense	52,060.58
WORKERS COMP	394.00
Other EMPLOYEE EXPENSES	2,035.33
Fees For Accreditation	350.00
Fees For Membership	471.00
Finace Charges	<b>85.26</b>
Other Finace Charges	85.26
Late Fee	39.00
<b>OFFICE EXPENSES</b>	<b>16,443.08</b>
Finacial Review	4,500.00
Insurance	527.89
<b>OFFICE SUPPLIES</b>	5,010.40
Tax Preparation	265.00
trash	5,101.47
Other OFFICE EXPENSES	1,038.32
<b>PROMOTIONAL ACTIVITIES</b>	<b>261,784.55</b>
<b>ADVERTISING AD</b>	<b>61,968.49</b>
Commercials	7,415.00
Promotional Internet Ads	41,311.99
Other PROMOTIONAL ACTIVITIES:ADV...	13,241.50
<b>ADVERTISING AD &amp; Ditigital</b>	<b>37,938.00</b>
ADVERTISING AD & Ditigital Partnershil	250.00
Other PROMOTIONAL ACTIVITIES:ADV...	37,688.00
<b>ADVERTISING ITEMS</b>	<b>13,006.06</b>
printed	7,495.16
Other PROMOTIONAL ACTIVITIES:ADV...	5,510.90
Civil War Trail Sign	200.00
design	18,600.00
e-newsletter	4,693.68
<b>Education</b>	<b>7,581.75</b>
Ed travel	3,880.10
Other PROMOTIONAL ACTIVITIES:Edu...	3,701.65
fees for membership	3,713.00
<b>Meetings</b>	<b>5,003.45</b>
Meeting travel	1,434.46
Other PROMOTIONAL ACTIVITIES:Mee...	3,568.99
<b>Partnership</b>	<b>7,809.18</b>
Other PROMOTIONAL ACTIVITIES:Part...	7,809.18
phone & internet	3,335.90
promo video & photography	16,400.00
<b>PROMOTIONAL ACTIVITIES partnership</b>	<b>1,600.00</b>
Other PROMOTIONAL ACTIVITIES:PR...	1,600.00

## Spending by Category year end - 2023

7/1/2022 through 6/30/2023

7/28/2023

Page 2

Category	7/1/2022- 6/30/2023
PROMOTIONAL ACTIVITIES With WV To...	<b>63,499.61</b>
State co-op ads	63,499.61
PROMOTIONAL Office	<b>2,425.76</b>
Software	2,425.76
Shipping & stamps	1,781.53
SPONSORSHIP	575.00
travel show	<b>7,676.95</b>
TS Travel	2,491.95
Other PROMOTIONAL ACTIVITIES:trav...	5,185.00
WEBSITES	3,599.89
Other PROMOTIONAL ACTIVITIES	376.30
Sales Tax	43.76
void	0.00
Year End Taxes	960.00
<b>OVERALL TOTAL</b>	<b>394,500.50</b>

**REVIEW REPORT OF**  
**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**A NON-PROFIT ORGANIZATION**  
**FINANCIAL STATEMENTS**

**FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

***LISA K. THORNBURG, CPA***

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
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ThornburgCPA@aol.com

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**INDEPENDENT ACCOUNTANT'S REVIEW REPORT**

To the Board of Directors  
Lewis County Convention and Visitors Bureau, Inc.  
Weston, West Virginia 26452

We have reviewed the accompanying financial statements of the Lewis County Convention and Visitors Bureau, Inc. (a non-profit organization), which comprise the statement of financial position as of June 30, 2020, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

**Accountant's Responsibility**

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of the Lewis County Convention and Visitors Bureau, Inc., and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

**Accountant's Conclusion**

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Respectfully submitted,



Lisa K. Thornburg, CPA

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**STATEMENT OF FINANCIAL POSITION**  
**JUNE 20, 2020**

**ASSETS**

**CURRENT ASSETS**

Cash - unrestricted \$ 57,415

**TOTAL CURRENT ASSETS** 57,415

**PROPERTY PLANT AND EQUIPMENT:**

Equipment and fixtures 15,533

Less accumulated depreciation (14,825)

**NET PROPERTY, PLANT AND EQUIPMENT** 708

**TOTAL ASSETS** \$ 58,123

**LIABILITIES AND NET ASSETS**

**CURRENT LIABILITIES**

Accounts payable \$ -

**TOTAL CURRENT LIABILITIES** -

**NET ASSETS**

With donor restrictions -

Without donor restrictions 58,123

**TOTAL NET ASSETS** 58,123

**TOTAL LIABILITIES AND NET ASSETS** \$ 58,123

*The accompanying notes to the financial statements are an integral part of this statement.*

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**STATEMENT OF ACTIVITIES**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total</u>
<b>INCREASES IN NET ASSETS:</b>			
Contributions from Lewis County Commission - Hotel Motel Tax	\$ 333,682	\$ -	\$ 333,682
Interest income	<u>105</u>	<u>-</u>	<u>105</u>
<b>TOTAL REVENUE BEFORE RECLASSIFICATION</b>	<u>333,787</u>	<u>-</u>	<u>333,787</u>
<b>RECLASSIFICATIONS:</b>			
Net assets added to (removed from) restrictions	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUE AND RECLASSIFICATIONS</b>	<u>333,787</u>	<u>-</u>	<u>333,787</u>
<b>DECREASES IN NET ASSETS:</b>			
Program Services:			
Program expenses	215,404	-	215,404
Supporting Services:			
Management and general	129,826	-	129,826
Fundraising	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENSES</b>	<u>345,230</u>	<u>-</u>	<u>345,230</u>
<b>CHANGES IN NET ASSETS</b>	(11,443)	-	(11,443)
<b>NET ASSETS AT BEGINNING OF YEAR</b>	<u>69,566</u>	<u>-</u>	<u>69,566</u>
<b>NET ASSETS AT END OF YEAR</b>	<u>\$ 58,123</u>	<u>\$ -</u>	<u>\$ 58,123</u>

*The accompanying notes to the financial statements are an integral part of this statement.*

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

	<u>Program Expenses</u>	<u>Management and General</u>	<u>Fundraising</u>	<u>Total Expenses</u>
<b>Expenses:</b>				
Salaries	\$ -	\$ 71,885	\$ -	\$ 71,885
Payroll taxes and benefits	-	26,690	-	26,690
Occupancy	-	10,332	-	10,332
Office expense	-	6,915	-	6,915
Training	-	379	-	379
Travel	-	11,610	-	11,610
Professional fees	-	1,045	-	1,045
Insurance	-	889	-	889
Depreciation	-	81	-	81
Printing/advertising/website	215,404	-	-	215,404
Fundraising expenses	-	-	-	-
<b>TOTAL EXPENSES</b>	<u>\$ 215,404</u>	<u>\$ 129,826</u>	<u>\$ -</u>	<u>\$ 345,230</u>

*The accompanying notes to the financial statements are an integral part of this statement.*

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**STATEMENT OF CASH FLOWS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

**CASH FLOWS FROM OPERATING ACTIVITIES**

Change in net assets	\$ <u>(11,443)</u>
Adjustments to reconcile changes in net assets to net cash provided by operating activities:	
Depreciation expense	<u>81</u>
<b>Total adjustments</b>	<u>81</u>
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	<u>(11,362)</u>
<b>NET (DECREASE) IN CASH AND CASH EQUIVALENTS</b>	(11,362)
<b>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR</b>	<u>68,777</u>
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	\$ <u><u>57,415</u></u>

*The accompanying notes to the financial statements are integral parts of this statement.*

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

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**NOTE 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. NATURE OF ACTIVITIES**

The Lewis County Convention and Visitors Bureau, Inc. (the Organization) was incorporated as a non-profit organization in the State of West Virginia in 1987. The Organization's mission is to promote tourism, conferences and visitors in the Lewis County area.

**B. BASIS OF ACCOUNTING**

The financial statements of the Organization have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Under the accrual basis of accounting, revenues are recognized when earned and expenses when incurred.

**C. BASIS OF PRESENTATION**

The Organization has presented its financial statements in accordance with accounting principles generally accepted in the United States of America for non-profit organizations. Under this guidance, the Organization is required to report information regarding its financial position and activities according to two classes of assets: net assets with donor restrictions and net assets without donor restrictions. In addition, the Organization is required to present a statement of functional expenses and a statement of cash flows.

**D. CONTRIBUTIONS**

The Lewis County Convention and Visitors Bureau Inc. receives the majority of its operating income from contributions from the proceeds of the Hotel Motel Tax imposed by the Lewis County Commission under the provisions of WV Code § 7-18-1 et seq. This section requires that the County Commission distribute at least 50% of the Hotel Motel Tax collected to the convention and visitors bureau covering the county.

The Organization reports any gifts of cash and other assets as support with donor restrictions if they are received with donor stipulations that limit the use of donated assets. When the donor restriction expires, that is, when a stipulated time restriction ends or proposed restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the Statement of Activities as Net Assets Without Donor Restrictions. The Organization did not receive any such restricted gifts or donations during this fiscal year.

**E. CASH AND CASH EQUIVALENTS**

For purposes of the statement of cash flows, the Organization considers cash on hand, demand deposits, and any highly liquid investments with an initial maturity of three months or less to be cash equivalents. At year end, the Organization had a cash balance of \$57,415, which was fully insured by FDIC coverage.

**F. PROPERTY AND EQUIPMENT**

All acquisitions of property and equipment with estimated useful lives exceeding one year are capitalized. Property and equipment are carried at cost or, if donated, at the approximate fair value at the date of donation. Depreciation is computed using the straight-line method over the estimated useful lives of the assets. The Organization reported equipment with a historical cost of \$15,533 and accumulated depreciation of \$14,825.

Depreciation expense for the year ended June 30, 2020 was \$81.

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

---

**G. INCOME TAX STATUS**

The Organization is a non-profit organization that is exempt from income taxes under Section 501(c)(6) of the Internal Revenue Code. The Organization is required to file a Form 990 annually with the Internal Revenue Service.

**H. USE OF ESTIMATES**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**NOTE 2 - NET ASSETS WITH DONOR RESTRICTIONS**

At June 30, 2020, the Organization did not have any Net Assets With Donor Restrictions.

**NOTE 3 - CONTINGENCIES**

The Organization receives a substantial amount of its support from Hotel and Motel Taxes imposed by the Lewis County Commission. A significant reduction in the level of this support, if such were to occur, would have a material effect on the Organization's programs and activities.

**NOTE 4 - RISK MANAGEMENT**

The Organization is exposed to various risks of loss related to torts, theft of, damage to, or destruction of assets; errors and omissions; injuries to health and life; and natural disasters. The Organization manages these risks of loss through the purchase of various insurance policies.

**NOTE 5 - SUBSEQUENT EVENTS**

The Organization has evaluated subsequent events through March 20, 2023, the date which the financial statements were available to be issued.

**REVIEW REPORT OF**  
**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**A NON-PROFIT ORGANIZATION**  
**FINANCIAL STATEMENTS**

**FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

***LISA K. THORNBURG, CPA***

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
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ThornburgCPA@aol.com

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**INDEPENDENT ACCOUNTANT'S REVIEW REPORT**

To the Board of Directors  
Lewis County Convention and Visitors Bureau, Inc.  
Weston, West Virginia 26452

We have reviewed the accompanying financial statements of the Lewis County Convention and Visitors Bureau, Inc. (a non-profit organization), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

**Accountant's Responsibility**

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of the Lewis County Convention and Visitors Bureau, Inc., and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

**Accountant's Conclusion**

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Respectfully submitted,



Lisa K. Thornburg, CPA

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**STATEMENT OF FINANCIAL POSITION**  
**JUNE 20, 2021**

**ASSETS**

**CURRENT ASSETS**

Cash - unrestricted	\$	<u>95,275</u>
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<b>TOTAL CURRENT ASSETS</b>		<u>95,275</u>
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**PROPERTY PLANT AND EQUIPMENT:**

Equipment and fixtures		15,533
Less accumulated depreciation		<u>(14,866)</u>

<b>NET PROPERTY, PLANT AND EQUIPMENT</b>		<u>667</u>
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<b>TOTAL ASSETS</b>	\$	<u><u>95,942</u></u>
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**LIABILITIES AND NET ASSETS**

**CURRENT LIABILITIES**

Accounts payable	\$	<u>-</u>
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<b>TOTAL CURRENT LIABILITIES</b>		<u>-</u>
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**NET ASSETS**

With donor restrictions		-
Without donor restrictions		<u>95,942</u>

<b>TOTAL NET ASSETS</b>		<u>95,942</u>
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<b>TOTAL LIABILITIES AND NET ASSETS</b>	\$	<u><u>95,942</u></u>
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*The accompanying notes to the financial statements are an integral part of this statement.*

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**STATEMENT OF ACTIVITIES**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total</u>
<b>INCREASES IN NET ASSETS:</b>			
Contributions from Lewis County Commission - Hotel Motel Tax	\$ 292,868	\$ -	\$ 292,868
Grants	2,000		2,000
Interest income	79	-	79
<b>TOTAL REVENUE BEFORE RECLASSIFICATION</b>	<u>294,947</u>	<u>-</u>	<u>294,947</u>
<b>RECLASSIFICATIONS:</b>			
Net assets added to (removed from) restrictions	-	-	-
<b>TOTAL REVENUE AND RECLASSIFICATIONS</b>	<u>294,947</u>	<u>-</u>	<u>294,947</u>
<b>DECREASES IN NET ASSETS:</b>			
Program Services:			
Program expenses	132,424	-	132,424
Supporting Services:			
Management and general	124,704	-	124,704
Fundraising	-	-	-
<b>TOTAL EXPENSES</b>	<u>257,128</u>	<u>-</u>	<u>257,128</u>
<b>CHANGES IN NET ASSETS</b>	37,819	-	37,819
<b>NET ASSETS AT BEGINNING OF YEAR</b>	<u>58,123</u>	<u>-</u>	<u>58,123</u>
<b>NET ASSETS AT END OF YEAR</b>	<u>\$ 95,942</u>	<u>\$ -</u>	<u>\$ 95,942</u>

*The accompanying notes to the financial statements are an integral part of this statement.*

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

	<u>Program Expenses</u>	<u>Management and General</u>	<u>Fundraising</u>	<u>Total Expenses</u>
<b>Expenses:</b>				
Salaries	\$ -	\$ 70,650	\$ -	\$ 70,650
Payroll taxes and benefits	-	31,685	-	31,685
Occupancy	-	8,774	-	8,774
Office expense	-	7,936	-	7,936
Training	-	819	-	819
Travel	-	3,084	-	3,084
Professional fees	-	1,185	-	1,185
Insurance	-	530	-	530
Depreciation	-	41	-	41
Printing/advertising/website	132,424	-	-	132,424
Fundraising expenses	-	-	-	-
<b>TOTAL EXPENSES</b>	<u>\$ 132,424</u>	<u>\$ 124,704</u>	<u>\$ -</u>	<u>\$ 257,128</u>

*The accompanying notes to the financial statements are an integral part of this statement.*

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**STATEMENT OF CASH FLOWS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Change in net assets	\$ <u>37,819</u>
Adjustments to reconcile changes in net assets to net cash provided by operating activities:	
Depreciation expense	<u>.41</u>
<b>Total adjustments</b>	<u>41</u>
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	<u>37,860</u>
<b>NET (DECREASE) IN CASH AND CASH EQUIVALENTS</b>	37,860
<b>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR</b>	<u>57,415</u>
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	\$ <u><u>95,275</u></u>

*The accompanying notes to the financial statements are integral parts of this statement.*

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

---

**NOTE 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. NATURE OF ACTIVITIES**

The Lewis County Convention and Visitors Bureau, Inc. (the Organization) was incorporated as a non-profit organization in the State of West Virginia in 1987. The Organization's mission is to promote tourism, conferences and visitors in the Lewis County area.

**B. BASIS OF ACCOUNTING**

The financial statements of the Organization have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Under the accrual basis of accounting, revenues are recognized when earned and expenses when incurred.

**C. BASIS OF PRESENTATION**

The Organization has presented its financial statements in accordance with accounting principles generally accepted in the United States of America for non-profit organizations. Under this guidance, the Organization is required to report information regarding its financial position and activities according to two classes of assets: net assets with donor restrictions and net assets without donor restrictions. In addition, the Organization is required to present a statement of functional expenses and a statement of cash flows.

**D. CONTRIBUTIONS**

The Lewis County Convention and Visitors Bureau Inc. receives the majority of its operating income from contributions from the proceeds of the Hotel Motel Tax imposed by the Lewis County Commission under the provisions of WV Code § 7-18-1 et seq. This section requires that the County Commission distribute at least 50% of the Hotel Motel Tax collected to the convention and visitors bureau covering the county.

The Organization reports any gifts of cash and other assets as support with donor restrictions if they are received with donor stipulations that limit the use of donated assets. When the donor restriction expires, that is, when a stipulated time restriction ends or proposed restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the Statement of Activities as Net Assets Without Donor Restrictions. The Organization did not receive any such restricted gifts or donations during this fiscal year.

**E. CASH AND CASH EQUIVALENTS**

For purposes of the statement of cash flows, the Organization considers cash on hand, demand deposits, and any highly liquid investments with an initial maturity of three months or less to be cash equivalents. At year end, the Organization had a cash balance of \$95,275, which was fully insured by FDIC coverage.

**F. PROPERTY AND EQUIPMENT**

All acquisitions of property and equipment with estimated useful lives exceeding one year are capitalized. Property and equipment are carried at cost or, if donated, at the approximate fair value at the date of donation. Depreciation is computed using the straight-line method over the estimated useful lives of the assets. The Organization reported equipment with a historical cost of \$15,533 and accumulated depreciation of \$14,866.

Depreciation expense for the year ended June 30, 2021 was \$41.

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

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**G. INCOME TAX STATUS**

The Organization is a non-profit organization that is exempt from income taxes under Section 501(c)(6) of the Internal Revenue Code. The Organization is required to file a Form 990 annually with the Internal Revenue Service.

**H. USE OF ESTIMATES**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**NOTE 2 - NET ASSETS WITH DONOR RESTRICTIONS**

At June 30, 2021, the Organization did not have any Net Assets With Donor Restrictions.

**NOTE 3 - CONTINGENCIES**

The Organization receives a substantial amount of its support from Hotel and Motel Taxes imposed by the Lewis County Commission. A significant reduction in the level of this support, if such were to occur, would have a material effect on the Organization's programs and activities.

**NOTE 4 - RISK MANAGEMENT**

The Organization is exposed to various risks of loss related to torts, theft of, damage to, or destruction of assets; errors and omissions; injuries to health and life; and natural disasters. The Organization manages these risks of loss through the purchase of various insurance policies.

**NOTE 5 - SUBSEQUENT EVENTS**

The Organization has evaluated subsequent events through March 20, 2023, the date which the financial statements were available to be issued.

**REVIEW REPORT OF**  
**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**A NON-PROFIT ORGANIZATION**  
**FINANCIAL STATEMENTS**

**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

***LISA K. THORNBURG, CPA***

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
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**INDEPENDENT ACCOUNTANT'S REVIEW REPORT**

To the Board of Directors  
Lewis County Convention and Visitors Bureau, Inc.  
Weston, West Virginia 26452

We have reviewed the accompanying financial statements of the Lewis County Convention and Visitors Bureau, Inc. (a non-profit organization), which comprise the statement of financial position as of June 30, 2022, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

**Accountant's Responsibility**

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of the Lewis County Convention and Visitors Bureau, Inc., and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

**Accountant's Conclusion**

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Respectfully submitted,



Lisa K. Thornburg, CPA

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**STATEMENT OF FINANCIAL POSITION**  
**JUNE 20, 2022**

**ASSETS**

**CURRENT ASSETS**

Cash - unrestricted \$ 244,051

**TOTAL CURRENT ASSETS** 244,051

**PROPERTY PLANT AND EQUIPMENT:**

Equipment and fixtures 15,533

Less accumulated depreciation (14,866)

**NET PROPERTY, PLANT AND EQUIPMENT** 667

**TOTAL ASSETS** \$ 244,718

**LIABILITIES AND NET ASSETS**

**CURRENT LIABILITIES**

Accounts payable \$ -

**TOTAL CURRENT LIABILITIES** -

**NET ASSETS**

With donor restrictions -

Without donor restrictions 244,718

**TOTAL NET ASSETS** 244,718

**TOTAL LIABILITIES AND NET ASSETS** \$ 244,718

*The accompanying notes to the financial statements are an integral part of this statement.*

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**STATEMENT OF ACTIVITIES**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total</u>
<b>INCREASES IN NET ASSETS:</b>			
Contributions from Lewis County Commission - Hotel Motel Tax	\$ 425,520	\$ -	\$ 425,520
Interest income	93	-	93
<b>TOTAL REVENUE BEFORE RECLASSIFICATION</b>	<u>425,613</u>	<u>-</u>	<u>425,613</u>
<b>RECLASSIFICATIONS:</b>			
Net assets added to (removed from) restrictions	-	-	-
<b>TOTAL REVENUE AND RECLASSIFICATIONS</b>	<u>425,613</u>	<u>-</u>	<u>425,613</u>
<b>DECREASES IN NET ASSETS:</b>			
Program Services:			
Program expenses	148,538	-	148,538
Supporting Services:			
Management and general	128,299	-	128,299
Fundraising	-	-	-
<b>TOTAL EXPENSES</b>	<u>276,837</u>	<u>-</u>	<u>276,837</u>
<b>CHANGES IN NET ASSETS</b>	148,776	-	148,776
<b>NET ASSETS AT BEGINNING OF YEAR</b>	<u>95,942</u>	<u>-</u>	<u>95,942</u>
<b>NET ASSETS AT END OF YEAR</b>	<u>\$ 244,718</u>	<u>\$ -</u>	<u>\$ 244,718</u>

*The accompanying notes to the financial statements are an integral part of this statement.*

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

	<u>Program Expenses</u>	<u>Management and General</u>	<u>Fundraising</u>	<u>Total Expenses</u>
<b>Expenses:</b>				
Salaries	\$ -	\$ 70,797	\$ -	\$ 70,797
Payroll taxes and benefits	-	28,662	-	28,662
Occupancy	-	8,954	-	8,954
Office expense	-	8,180	-	8,180
Training	-	2,745	-	2,745
Travel	-	6,668	-	6,668
Professional fees	-	1,280	-	1,280
Insurance	-	1,013	-	1,013
Depreciation	-	-	-	-
Printing/advertising/website	148,538	-	-	148,538
Fundraising expenses	-	-	-	-
<b>TOTAL EXPENSES</b>	<u>\$ 148,538</u>	<u>\$ 128,299</u>	<u>\$ -</u>	<u>\$ 276,837</u>

*The accompanying notes to the financial statements are an integral part of this statement.*

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**STATEMENT OF CASH FLOWS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

**CASH FLOWS FROM OPERATING ACTIVITIES**

Change in net assets	\$ <u>148,776</u>
Adjustments to reconcile changes in net assets to net cash provided by operating activities:	
Depreciation expense	<u>-</u>
<b>Total adjustments</b>	<u>-</u>
 <b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	 <u>148,776</u>
 <b>NET (DECREASE) IN CASH AND CASH EQUIVALENTS</b>	 148,776
 <b>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR</b>	 <u>95,275</u>
 <b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	 \$ <u><u>244,051</u></u>

*The accompanying notes to the financial statements are integral parts of this statement.*

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

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**NOTE 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. NATURE OF ACTIVITIES**

The Lewis County Convention and Visitors Bureau, Inc. (the Organization) was incorporated as a non-profit organization in the State of West Virginia in 1987. The Organization's mission is to promote tourism, conferences and visitors in the Lewis County area.

**B. BASIS OF ACCOUNTING**

The financial statements of the Organization have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Under the accrual basis of accounting, revenues are recognized when earned and expenses when incurred.

**C. BASIS OF PRESENTATION**

The Organization has presented its financial statements in accordance with accounting principles generally accepted in the United States of America for non-profit organizations. Under this guidance, the Organization is required to report information regarding its financial position and activities according to two classes of assets: net assets with donor restrictions and net assets without donor restrictions. In addition, the Organization is required to present a statement of functional expenses and a statement of cash flows.

**D. CONTRIBUTIONS**

The Lewis County Convention and Visitors Bureau Inc. receives the majority of its operating income from contributions from the proceeds of the Hotel Motel Tax imposed by the Lewis County Commission under the provisions of WV Code § 7-18-1 et seq. This section requires that the County Commission distribute at least 50% of the Hotel Motel Tax collected to the convention and visitors bureau covering the county.

The Organization reports any gifts of cash and other assets as support with donor restrictions if they are received with donor stipulations that limit the use of donated assets. When the donor restriction expires, that is, when a stipulated time restriction ends or proposed restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the Statement of Activities as Net Assets Without Donor Restrictions. The Organization did not receive any such restricted gifts or donations during this fiscal year.

**E. CASH AND CASH EQUIVALENTS**

For purposes of the statement of cash flows, the Organization considers cash on hand, demand deposits, and any highly liquid investments with an initial maturity of three months or less to be cash equivalents. At year end, the Organization had a cash balance of \$244,051, which was fully insured by FDIC coverage.

**F. PROPERTY AND EQUIPMENT**

All acquisitions of property and equipment with estimated useful lives exceeding one year are capitalized. Property and equipment are carried at cost or, if donated, at the approximate fair value at the date of donation. Depreciation is computed using the straight-line method over the estimated useful lives of the assets. The Organization reported equipment with a historical cost of \$15,533 and accumulated depreciation of \$14,866.

Depreciation expense for the year ended June 30, 2022 was \$0.

**LEWIS COUNTY CONVENTION AND VISITORS BUREAU, INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

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**G. INCOME TAX STATUS**

The Organization is a non-profit organization that is exempt from income taxes under Section 501(c)(6) of the Internal Revenue Code. The Organization is required to file a Form 990 annually with the Internal Revenue Service.

**H. USE OF ESTIMATES**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**NOTE 2 - NET ASSETS WITH DONOR RESTRICTIONS**

At June 30, 2022, the Organization did not have any Net Assets With Donor Restrictions.

**NOTE 3 - CONTINGENCIES**

The Organization receives a substantial amount of its support from Hotel and Motel Taxes imposed by the Lewis County Commission. A significant reduction in the level of this support, if such were to occur, would have a material effect on the Organization's programs and activities.

**NOTE 4 - RISK MANAGEMENT**

The Organization is exposed to various risks of loss related to torts, theft of, damage to, or destruction of assets; errors and omissions; injuries to health and life; and natural disasters. The Organization manages these risks of loss through the purchase of various insurance policies.

**NOTE 5 - SUBSEQUENT EVENTS**

The Organization has evaluated subsequent events through March 20, 2023, the date which the financial statements were available to be issued.