

**Carson City Visitors Bureau
Agenda Report**

Date Submitted: 1/7/15

Agenda Date Requested: 1/12/15

Time Requested: 10 Minutes

To: Carson City Visitors Bureau - Board of Directors

From: Joel Dunn, Executive Director

Subject Title: Approval of Ratification of the CCVB Monthly Bills.

Staff Summary: A list of bills/payments for December is included in your packet for review.

Type of Action Requested:

Resolution

Ordinance

Formal Action/Motion

Other (Specify) Presentation Only

Recommended Board Action: I move to approve the ratification of the CCVB Monthly Bills for December 2014.

Applicable Statute, Code, Policy, Rule or Regulation: n/a

Fiscal Impact: n/a

Explanation of Impact: n/a

Funding Source: n/a

Supporting Material: None

Prepared By: Joel Dunn, Executive Director

CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME		FUND	TRANSACTION AMOUNT
345902	12 12 2014	2665700	BANK OF AMERICA	CREDIT CARD PMTS	740	1,315.38
1000163	12 04 2014	12086	BANK OF AMERICA	CREDIT CARD PMTS	740	756.34
345914	12 12 2014	11396	CARSON CITY CHAMBER OF COMMERCE	740-7200-413.05-45 MEMBERSHIP / PUBLICATIONS	740	275.00
345932	12 12 2014	15638	COMPUTER ARTISTRY	740-7201-450.05-40 SPECIAL EVENTS	740	381.25
345932	12 12 2014	15638	COMPUTER ARTISTRY	740-7201-450.03-40 CONTRACT EMPLOYEES	740	282.50
345950	12 12 2014	1905365	FIRST CHOICE SERVICES	740-7200-450.06-25 OPERATING SUPPLIES	740	25.00
346162	12 19 2014	1905365	FIRST CHOICE SERVICES	740-7211-450.06-25 OPERATING SUPPLIES	740	454.32
346183	12 19 2014	2663516	INTEGRA TELECOM	740-7200-413.07-10 TELEPHONE	740	12.78
346206	12 19 2014	2664082	McQUEARY, CHRISTINE	740-7200-413.06-01 OFFICE SUPPLIES	740	82.46
346017	12 12 2014	1404650	NEVADA MAGAZINE	740-7211-450.06-97 STORE INVENTORY	740	149.80
346222	12 19 2014	13957	NV ENERGY	740-7200-413.07-12 POWER	740	218.01
346045	12 12 2014	7638	REGIONAL TRANSPORTATION COMM.	740-7211-450.05-60 RTT BUS PASSES	740	342.75
346046	12 12 2014	2664115	RENO GAZETTE-JOURNAL	740-7201-450.05-42 PRINTING / ADVERTISING	740	1,199.50
346048	12 12 2014	9501	RICOH USA INC	740-7201-450.04-44 OFFICE EQUIPMENT RENTAL	740	2,655.21
346050	12 12 2014	6696	RUPERT'S AUTO BODY	740-7201-450.06-25 OPERATING SUPPLIES	740	6,120.50
346059	12 12 2014	2665137	SIERRA OFFICE SOLUTIONS	740-7200-413.04-44 OFFICE EQUIPMENT RENTAL	740	36.09
346079	12 12 2014	2664573	VERIZON WIRELESS	740-7200-413.07-10 TELEPHONE	740	270.92

FINAL TOTALS

14,577.81

COUNT 30

*** END OF REPORT ***

CCVB Credit Card Transaction Detail

11/26/14-12/25/14

<i>Date</i>	<i>Name</i>	<i>Split</i>	<i>Amount</i>
12/05/14	OFFICE DEPOT	740-7200-413.06-01 OFFICE SUPPLIES	55.98
12/03/14	I STORAGE	740-7200-413.06-25 OPERATING SUPPLIES	110.00
12/14/14	GEEKSQUADPLAN	740-7200-413.06-25 OPERATING SUPPLIES	9.99
12/22/14	BANK OF AMERICA	740-7200-413.06-25 OPERATING SUPPLIES	(58.50)
12/22/14	BANK OF AMERICA	740-7200-413.06-25 OPERATING SUPPLIES	(28.51)
12/23/14	GEEKSQUADPLAN	740-7200-413.06-25 OPERATING SUPPLIES	9.99
11/26/14	RENO GAZETTE	740-7201-413.05-45 MEMBERSHIP/PUBLICATIONS	25.70
12/22/14	ADOBE SYSTEMS INC	740-7201-413.05-45 MEMBERSHIP/PUBLICATIONS	69.99
12/02/14	BLUEBRIDGE DIGITAL	740-7201-450.03-49 CONTRACTUAL SERVICE	699.00
12/17/14	BLUEBRIDGE DIGITAL	740-7201-450.03-49 CONTRACTUAL SERVICE	699.00
12/04/14	THE ENTERTAINER	740-7201-450.05-40 SPECIAL EVENTS	326.39
12/05/14	WESTSIDE POURHOUSE	740-7201-450.05-40 SPECIAL EVENTS	370.00
12/06/14	DUTCH BROS	740-7201-450.05-40 SPECIAL EVENTS	34.00
12/06/14	DONUTS TO GO	740-7201-450.05-40 SPECIAL EVENTS	25.69
12/06/14	DONUTS TO GO	740-7201-450.05-40 SPECIAL EVENTS	21.00
11/28/14	LA POSADA REAL	740-7201-450.06-25 OPERATING SUPPLIES	37.00
12/01/14	BEST BUY	740-7201-450.06-25 OPERATING SUPPLIES	169.99
12/01/14	BEST BUY	740-7201-450.06-25 OPERATING SUPPLIES	502.97
12/02/14	REDLINE MICRO	740-7201-450.06-25 OPERATING SUPPLIES	98.00
12/06/14	KIM LEE SUSHI	740-7201-450.06-25 OPERATING SUPPLIES	45.00
12/15/14	SHELL OIL	740-7201-450.06-25 OPERATING SUPPLIES	17.77
12/15/14	HOSTGATOR.COM	740-7201-450.06-25 OPERATING SUPPLIES	14.95
12/23/14	MAILCHIMP	740-7201-450.06-25 OPERATING SUPPLIES	75.00
12/03/15	BEST BUY	740-7201-450.06-25 OPERATING SUPPLIES	12.99
11/25/14	FACEBOOK	740-7201-450-05-42 PRINTING / ADVERTISING	20.00
11/26/14	NAYLOR.COM	740-7201-450-05-42 PRINTING / ADVERTISING	651.00
11/27/14	PAYPAL *PANDORA	740-7211-450.06-25 OPERATING SUPPLIES	3.99
12/18/14	ADT SECURITY	740-7211-450.06-25 OPERATING SUPPLIES	128.97
12/10/14	HEAVENLY	740-7211-450.06-97 STORE INVENTORY	2,625.00
12/11/14	ARCADIA PUBLISHING	740-7211-450.06-97 STORE INVENTORY	241.90
12/16/14	SMITH-SOUTHWESTERN	740-7211-450.06-97 STORE INVENTORY	74.00
TOTAL			7,088.25