

3:08 PM

STILLWATER AND OAK PARK HEIGHTS CVB

08/06/19

Balance Sheet

Accrual Basis

As of August 6, 2019

	Aug 6, 19
ASSETS	
Current Assets	
Checking/Savings	
Debit Card Account	2,779.52
MIDWEST ONE	-27,026.70
Total Checking/Savings	-24,247.18
Total Current Assets	-24,247.18
TOTAL ASSETS	-24,247.18
	<hr/>
LIABILITIES & EQUITY	
Equity	
32000 · Unrestricted Net Assets	37,630.73
Net Income	-61,877.91
Total Equity	-24,247.18
TOTAL LIABILITIES & EQUITY	-24,247.18
	<hr/>

STILLWATER AND OAK PARK HEIGHTS CVB
Profit & Loss Budget vs. Actual YTD \$ & %
January 1 through August 6, 2019

	<u>Jan 1 - Aug 6, 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
LODGING TAX INCOME				
Lodging Tax OPH	10,973.50	0.00	10,973.50	100.0%
Lodging Tax Stillwater	93,916.08	0.00	93,916.08	100.0%
LODGING TAX INCOME - Other	<u>0.00</u>	<u>289,000.00</u>	<u>-289,000.00</u>	<u>0.0%</u>
Total LODGING TAX INCOME	<u>104,889.58</u>	<u>289,000.00</u>	<u>-184,110.42</u>	<u>36.29%</u>
VISITOR GUIDE PROFITS	4,898.54	5,000.00	-101.46	97.97%
EMT GRANT MONEY	<u>7,000.00</u>	<u>7,000.00</u>	<u>0.00</u>	<u>100.0%</u>
Total Income	<u>116,788.12</u>	<u>301,000.00</u>	<u>-184,211.88</u>	<u>38.8%</u>
Expense				
1000 · Reserve - Misc	0.00	4,000.00	-4,000.00	0.0%
1001 · Discretionary Funds	0.00	4,000.00	-4,000.00	0.0%
1200 · ADMINISTRATION				
1100 · Operations /General Office				
1105 · Meeting Expense	498.25	800.00	-301.75	62.28%
1106 · Misc.	104.00	1,000.00	-896.00	10.4%
1109 · MN Tourism Growth Coalition	0.00	500.00	-500.00	0.0%
1101 · Postage, Mailing Service	108.86	1,000.00	-891.14	10.89%
1102 · Printing and supplies	656.82	1,000.00	-343.18	65.68%
1108 · Storage Rental	920.00	1,380.00	-460.00	66.67%
1104 · Telephone/Email/Internet	1,850.79	3,000.00	-1,149.21	61.69%
1110 · Travel	31.00	500.00	-469.00	6.2%
1111 · Tourism Mixer	89.00	3,000.00	-2,911.00	2.97%
Total 1100 · Operations /General Office	<u>4,258.72</u>	<u>12,180.00</u>	<u>-7,921.28</u>	<u>34.97%</u>
Contract Services				
1205 · Training / Development / Member	939.00	1,500.00	-561.00	62.6%
1201 · Marketing Contractors	51,808.78	77,000.00	-25,191.22	67.28%
1203 · Legal Fees	0.00	1,000.00	-1,000.00	0.0%
1204 · Accounting Fees	792.96	2,000.00	-1,207.04	39.65%
Total Contract Services	<u>53,540.74</u>	<u>81,500.00</u>	<u>-27,959.26</u>	<u>65.69%</u>
Total 1200 · ADMINISTRATION	<u>57,799.46</u>	<u>93,680.00</u>	<u>-35,880.54</u>	<u>61.7%</u>
MARKETING				
Internet and Website				
1402 · Enewsletter	1,750.00	3,000.00	-1,250.00	58.33%
1310 · Website				
1311 · Content Maintenance / Design	1,134.00	10,000.00	-8,866.00	11.34%
1314 · Events Calendar Fee	0.00	1,540.00	-1,540.00	0.0%
Total 1310 · Website	<u>1,134.00</u>	<u>11,540.00</u>	<u>-10,406.00</u>	<u>9.83%</u>
Total Internet and Website	<u>2,884.00</u>	<u>14,540.00</u>	<u>-11,656.00</u>	<u>19.84%</u>
1320 · Stillwater Visitor's Guide				
1321 · Postage Fullfillment				
1324 · Evelopes for GB	831.42	0.00	831.42	100.0%
1321 · Postage Fullfillment - Other	5,617.75	9,000.00	-3,382.25	62.42%

STILLWATER AND OAK PARK HEIGHTS CVB
Profit & Loss Budget vs. Actual YTD \$ & %
January 1 through August 6, 2019

	<u>Jan 1 - Aug 6, 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total 1321 · Postage Fullfillment	6,449.17	9,000.00	-2,550.83	71.66%
1322 · MOA / Airport Distribution	0.00	1,100.00	-1,100.00	0.0%
1323 · Main Street Racks	0.00	500.00	-500.00	0.0%
1325 · EMT Brochure Mailing programs	0.00	400.00	-400.00	0.0%
Total 1320 · Stillwater Visitor's Guide	6,449.17	11,000.00	-4,550.83	58.63%
1335 · Signage				
1336 · Downtown Signage/Kiosks	0.00	1,000.00	-1,000.00	0.0%
Total 1335 · Signage	0.00	1,000.00	-1,000.00	0.0%
1340 · Printed / Promotional Materials	2,561.59	500.00	2,061.59	512.32%
1346 · Photography / Videography	6,627.51	10,000.00	-3,372.49	66.28%
1350 · CO-OP's / GRANTS				
1367 · Bonspiel	7,500.00	7,500.00	0.00	100.0%
1360 · Carriage Rides	0.00	3,500.00	-3,500.00	0.0%
1352 · Cruisin on Croix	750.00	1,500.00	-750.00	50.0%
1358 · Harvest Fest	0.00	7,500.00	-7,500.00	0.0%
1359 · Hometown for the Holidays	0.00	7,500.00	-7,500.00	0.0%
1351 · Ice Cream Social	500.00	500.00	0.00	100.0%
1362 · Lumberjack Days	0.00	7,500.00	-7,500.00	0.0%
1364 · Rivertown Art Festival	0.00	7,500.00	-7,500.00	0.0%
1363 · Sticks of Stillwater	1,000.00	1,000.00	0.00	100.0%
1369 · St Croix Crossing Half Marathon	0.00	500.00	-500.00	0.0%
1357 · Summer Tuesdays	0.00	500.00	-500.00	0.0%
Total 1350 · CO-OP's / GRANTS	9,750.00	45,000.00	-35,250.00	21.67%
1380 · Meetings / Coporate Events Mark				
1386 · Assoc. North	759.00	1,500.00	-741.00	50.6%
1386a · MPI Meetings	979.00	0.00	979.00	100.0%
1389 · Meeting Video / 360 Tours	870.00	2,500.00	-1,630.00	34.8%
1381 · Meeting Fam Trip	2,098.42	3,000.00	-901.58	69.95%
1382 · Meetings LinkedIn	64.26	0.00	64.26	100.0%
Total 1380 · Meetings / Coporate Events Mark	4,770.68	7,000.00	-2,229.32	68.15%
1390 · Weddings				
1397 · Google Ads - Wedding	0.00	1,000.00	-1,000.00	0.0%
1391 · The Knot Online & Magazine	6,600.10	6,600.00	0.10	100.0%
1393 · Wedding Fair	85.74	1,740.00	-1,654.26	4.93%
1398 · MN Bride.com	0.00	3,000.00	-3,000.00	0.0%
1396 · Social Media	31.50	2,000.00	-1,968.50	1.58%
Total 1390 · Weddings	6,717.34	14,340.00	-7,622.66	46.84%
1400 · Vacation Traveler Marketing				
1404 · Explore MN Metro CVB Group Memb	8,750.00	8,750.00	0.00	100.0%
1410 · Digital Media				
1401 · Photo Contest	573.19	1,000.00	-426.81	57.32%
1421A · Youtube.com	2,500.00	2,500.00	0.00	100.0%
1411 · Google / Bing Ad Words Display	6,911.54	15,650.00	-8,738.46	44.16%
1425 · Influencers/Media	710.53	2,000.00	-1,289.47	35.53%

STILLWATER AND OAK PARK HEIGHTS CVB
Profit & Loss Budget vs. Actual YTD \$ & %
January 1 through August 6, 2019

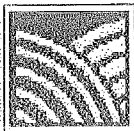
	<u>Jan 1 - Aug 6, 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
1423 · Native Content Articles	7,770.70	5,550.00	2,220.70	140.01%
1419 · Retargeting Advertising	4,210.40	5,000.00	-789.60	84.21%
1417 · Explore Minnesota .com	470.00	2,010.00	-1,540.00	23.38%
1426 · Search Engine Optimization	4,375.02	2,000.00	2,375.02	218.75%
1413 · SocialMedia / Digital Misc	10,391.81	16,100.00	-5,708.19	64.55%
1403 · Sweepstakes	1,162.32	1,500.00	-337.68	77.49%
1418 · Pre-roll video with ad taxi	789.60	0.00	789.60	100.0%
Total 1410 · Digital Media	39,865.11	53,310.00	-13,444.89	74.78%
1430 · Tourism Guidebooks/Dir (Pt & On				
1432 · EMT Guidebook	0.00	4,780.00	-4,780.00	0.0%
1434 · MN Biking Guide	3,150.00	3,150.00	0.00	100.0%
1435 · Mpls/St. Paul Guide	0.00	4,500.00	-4,500.00	0.0%
1431 · SCRТА Guide	1,725.00	1,725.00	0.00	100.0%
1438 · Where Twin Cities	0.00	3,200.00	-3,200.00	0.0%
1436 · MN HIKE / BIKE GUIDE MAP	950.00	0.00	950.00	100.0%
Total 1430 · Tourism Guidebooks/Dir (Pt & On	5,825.00	17,355.00	-11,530.00	33.56%
1440 · Print				
1454 · MSP Magazine	0.00	10,000.00	-10,000.00	0.0%
1449 · AAA #onlyinmn Map	747.00	1,494.00	-747.00	50.0%
1441 · Midwest Living	2,995.00	2,995.00	0.00	100.0%
1457 · MN Monthly	2,575.00	3,575.00	-1,000.00	72.03%
1458 · Where Magazine	6,900.00	0.00	6,900.00	100.0%
Total 1440 · Print	13,217.00	18,064.00	-4,847.00	73.17%
1450 · TV				
1453 · OTT - Digital TV	2,000.00	2,000.00	0.00	100.0%
1451 · Comcast Spotlight	5,000.00	5,000.00	0.00	100.0%
Total 1450 · TV	7,000.00	7,000.00	0.00	100.0%
Total 1400 · Vacation Traveler Marketing	74,657.11	104,479.00	-29,821.89	71.46%
1470 · Direct Marketing M				
1472 · Lavender	6,449.17	8,332.00	-1,882.83	77.4%
Total 1470 · Direct Marketing M	6,449.17	8,332.00	-1,882.83	77.4%
1490 · Out of Home				
1408 · Billboard	0.00	2,250.00	-2,250.00	0.0%
Total 1490 · Out of Home	0.00	2,250.00	-2,250.00	0.0%
Total MARKETING	120,866.57	218,441.00	-97,574.43	55.33%
Total Expense	178,666.03	320,121.00	-141,454.97	55.81%
Net Ordinary Income	-61,877.91	-19,121.00	-42,756.91	323.61%
Net Income	-61,877.91	-19,121.00	-42,756.91	323.61%

STILLWATER AND OAK PARK HEIGHTS CVB

Reconciliation Detail

MIDWEST ONE, Period Ending 07/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						20,578.07
Cleared Transactions						
Checks and Payments - 13 items						
Check	05/06/2019	2760	STICKS IN STILLW...	X	-1,000.00	-1,000.00
Check	05/06/2019	2759	IDEA LINK	X	-203.12	-1,203.12
Check	06/11/2019	2768	VITAL SYSTEMS INC	X	-95.00	-1,298.12
Check	07/01/2019		TRANSFER	X	-5,000.00	-6,298.12
Check	07/02/2019	2784	FRESH AVENUE	X	-6,549.28	-12,847.40
Check	07/02/2019	2778	MACKENZIE SMITH...	X	-1,630.57	-14,477.97
Check	07/02/2019	2782	Orange142	X	-986.81	-15,464.78
Check	07/02/2019	2783	GREENSPRING ME...	X	-800.00	-16,264.78
Check	07/02/2019	2781	GRAIN STUDIO INC	X	-573.19	-16,837.97
Check	07/02/2019	2777	STILLWATER TRO...	X	-287.50	-17,125.47
Check	07/02/2019	2779	LA CROSSE GRAP...	X	-120.54	-17,246.01
Check	07/02/2019	2776	RISE	X	-45.44	-17,291.45
Check	07/22/2019		TRANSFER	X	-1,500.00	-18,791.45
Total Checks and Payments					-18,791.45	-18,791.45
Total Cleared Transactions					-18,791.45	-18,791.45
Cleared Balance					-18,791.45	1,786.62
Uncleared Transactions						
Checks and Payments - 4 items						
Check	12/12/2016	2398	STEVE ROLL		-33.04	-33.04
Check	12/11/2017	2534	KELLEY BRENNER		-25.00	-58.04
Check	02/12/2018	2563	ERIC PARSONS		-35.00	-93.04
Check	07/02/2019	2780	JUDD SATHER PH...		-133.91	-226.95
Total Checks and Payments					-226.95	-226.95
Total Uncleared Transactions					-226.95	-226.95
Register Balance as of 07/31/2019					-19,018.40	1,559.67
Ending Balance					-19,018.40	1,559.67



MIDWESTONE BANK
 PO BOX 1700
 IOWA CITY IA 52244-1700

071 00021 02 PAGE: 1
 ACCOUNT: XXXXXXXXXXXX4504 07/31/2019

TELEPHONE: 800-247-4418

B

STILLWATER & OAK PARK HEIGHTS
 CONVENTION & VISITOR BUREAU
 101 WATER ST S
 STILLWATER MN 55082-5150

Stillwater
 2270 Frontage Rd W
 Stillwater, MN 55082

TELEPHONE: 651-439-3050

BUSINESS CKING ACCOUNT XXXXXXXXXXXX4504

MINIMUM BALANCE	1,786.62	LAST STATEMENT 06/28/19	20,578.07
AVG AVAILABLE BALANCE	6,136.72	CREDITS	.00
AVERAGE BALANCE	6,136.72	13 DEBITS	18,791.45
		THIS STATEMENT 07/31/19	1,786.62

CHECKS					
CHECK #..DATE.....	AMOUNT	CHECK #..DATE.....	AMOUNT	CHECK #..DATE.....	AMOUNT
2759 07/02	203.12	2777 07/08	287.50	2782 07/12	986.81
2760*07/05	1,000.00	2778 07/12	1,630.57	2783 07/09	800.00
2768*07/05	95.00	2779*07/09	120.54	2784 07/05	6,549.28
2776 07/09	45.44	2781 07/10	573.19		

(*) INDICATES A GAP IN CHECK NUMBER SEQUENCE

OTHER DEBITS		
DESCRIPTION	DATE	AMOUNT
113097731 WEB TRANSFER TO 8900 7/01/19 14:52	07/01	5,000.00
Transfer	07/22	1,500.00

DAILY BALANCE					
DATE.....	BALANCE	DATE.....	BALANCE	DATE.....	BALANCE
07/01	15,578.07	07/08	7,443.17	07/12	3,286.62
07/02	15,374.95	07/09	6,477.19	07/22	1,786.62
07/05	7,730.67	07/10	5,904.00		



www.midwestone.com Member FDIC



STILLWATER & OAK PARK HEIGHTS CONVENTION & VISITOR'S BUREAU
101 WATER STREET SOUTH
STILLWATER, MN 55082
651-331-1717

MIDWEST ONE
WWW.MIDWESTONE.COM

2759
7/2/2019

PAY TO THE ORDER OF: IDEA LINK \$203.12

Two Hundred Three and 12/100 DOLLARS

IDEA LINK
321 SOUTH MAIN STREET
STILLWATER MN 55082

MEMO INVOICE MARCH 2019

002759 10739012331 40454504*

2759 - \$203.12 - 07/02/2019

STILLWATER & OAK PARK HEIGHTS CONVENTION & VISITOR'S BUREAU
101 WATER STREET SOUTH
STILLWATER, MN 55082
651-331-1717

MIDWEST ONE
WWW.MIDWESTONE.COM

2779
7/2/2019

PAY TO THE ORDER OF: LA CROSSE GRAPHICS INC \$120.54

One Hundred Twenty and 54/100 DOLLARS

LA CROSSE GRAPHICS INC
PO BOX 248
LA CROSSE WI 54602-0248

MEMO INVOICE # SEE BELOW

002779 10739012331 40454504*

2779 - \$120.54 - 07/09/2019

STILLWATER & OAK PARK HEIGHTS CONVENTION & VISITOR'S BUREAU
101 WATER STREET SOUTH
STILLWATER, MN 55082
651-331-1717

MIDWEST ONE
WWW.MIDWESTONE.COM

2760
7/2/2019

PAY TO THE ORDER OF: STICKS IN STILLWATER \$1,000.00

One Thousand and 00/100 DOLLARS

STICKS IN STILLWATER
105 NEW ENGLAND PLACE
#130
STILLWATER MN 55082

MEMO

002760 10739012331 40454504*

2760 - \$1,000.00 - 07/05/2019

STILLWATER & OAK PARK HEIGHTS CONVENTION & VISITOR'S BUREAU
101 WATER STREET SOUTH
STILLWATER, MN 55082
651-331-1717

MIDWEST ONE
WWW.MIDWESTONE.COM

2781
7/2/2019

PAY TO THE ORDER OF: GRAIN STUDIO INC \$573.19

Five Hundred Seventy-Three and 19/100 DOLLARS

GRAIN STUDIO INC
17741 KEYSTONE AVE N
HUGO MN 55038

MEMO INVOICE #: 12422

002781 10739012331 40454504*

2781 - \$573.19 - 07/10/2019

STILLWATER & OAK PARK HEIGHTS CONVENTION & VISITOR'S BUREAU
101 WATER STREET SOUTH
STILLWATER, MN 55082
651-331-1717

MIDWEST ONE
WWW.MIDWESTONE.COM

2788
7/11/2019

PAY TO THE ORDER OF: VITAL SYSTEMS INC \$95.00

Ninety-Five and 00/100 DOLLARS

VITAL SYSTEMS INC
113 S MAIN STREET
STILLWATER MN 55082

MEMO Invoice #62814

002788 10739012331 40454504*

2788 - \$95.00 - 07/05/2019

STILLWATER & OAK PARK HEIGHTS CONVENTION & VISITOR'S BUREAU
101 WATER STREET SOUTH
STILLWATER, MN 55082
651-331-1717

MIDWEST ONE
WWW.MIDWESTONE.COM

2782
7/2/2019

PAY TO THE ORDER OF: Orange142 \$986.81

Nine Hundred Eighty-Six and 81/100 DOLLARS

Orange 142
718 Congress Ave, Ste 100
Austin TX 78701

MEMO Invoice # 7777

002782 10739012331 40454504*

2782 - \$986.81 - 07/12/2019

STILLWATER & OAK PARK HEIGHTS CONVENTION & VISITOR'S BUREAU
101 WATER STREET SOUTH
STILLWATER, MN 55082
651-331-1717

MIDWEST ONE
WWW.MIDWESTONE.COM

2776
7/2/2019

PAY TO THE ORDER OF: RISE \$45.44

Forty-Five and 44/100 DOLLARS

RISE
8406 SUNSET ROAD NE
SPRING LAKE PARK MN 55432

MEMO INVOICE # INT23755

002776 10739012331 40454504*

2776 - \$45.44 - 07/09/2019

STILLWATER & OAK PARK HEIGHTS CONVENTION & VISITOR'S BUREAU
101 WATER STREET SOUTH
STILLWATER, MN 55082
651-331-1717

MIDWEST ONE
WWW.MIDWESTONE.COM

2783
7/2/2019

PAY TO THE ORDER OF: GREENSPRING MEDIA GROUP \$800.00

Eight Hundred and 00/100 DOLLARS

GREENSPRING MEDIA GROUP
5750 NEW KING DR
STE 100
TROY MI 48068

MEMO Invoice #: 2019-34731

002783 10739012331 40454504*

2783 - \$800.00 - 07/09/2019

STILLWATER & OAK PARK HEIGHTS CONVENTION & VISITOR'S BUREAU
101 WATER STREET SOUTH
STILLWATER, MN 55082
651-331-1717

MIDWEST ONE
WWW.MIDWESTONE.COM

2777
7/2/2019

PAY TO THE ORDER OF: STILLWATER TROLLEY \$287.50

Two Hundred Eighty-Seven and 50/100 DOLLARS

STILLWATER TROLLEY
400 EAST NELSON STREET
STILLWATER MN 55082

MEMO WEDNESDAY JUNE 12

002777 10739012331 40454504*

2777 - \$287.50 - 07/08/2019

STILLWATER & OAK PARK HEIGHTS CONVENTION & VISITOR'S BUREAU
101 WATER STREET SOUTH
STILLWATER, MN 55082
651-331-1717

MIDWEST ONE
WWW.MIDWESTONE.COM

2784
7/2/2019

PAY TO THE ORDER OF: FRESH AVENUE \$6,549.28

Six Thousand Five Hundred Forty-Nine and 28/100 DOLLARS

FRESH AVENUE
705 HARRIET DRIVE
STILLWATER MN 55082

MEMO INVOICE JULY 2019

002784 10739012331 40454504*

2784 - \$6,549.28 - 07/05/2019

STILLWATER & OAK PARK HEIGHTS CONVENTION & VISITOR'S BUREAU
101 WATER STREET SOUTH
STILLWATER, MN 55082
651-331-1717

MIDWEST ONE
WWW.MIDWESTONE.COM

2778
7/2/2019

PAY TO THE ORDER OF: MACKENZIE SMITH INC \$1,630.57

One Thousand Six Hundred Thirty and 57/100 DOLLARS

MACKENZIE SMITH INC
PO BOX 4382
BURLINGTON VT 05406

MEMO INVOICE #24566

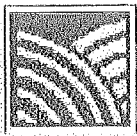
002778 10739012331 40454504*

2778 - \$1,630.57 - 07/12/2019

Reconciliation Detail

Debit Card Account, Period Ending 07/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						-343.85
Cleared Transactions						
Checks and Payments - 15 items						
Check	06/30/2019		FACEBOOK	X	-73.55	-73.55
Check	06/30/2019		LOLITO	X	-36.00	-109.55
Check	06/30/2019		OFFICE MAX	X	-35.24	-144.79
Check	07/01/2019		US POSTAL SERVI...	X	-100.00	-244.79
Check	07/01/2019		US POSTAL SERVI...	X	-55.00	-299.79
Check	07/01/2019		GOOGLE	X	-18.00	-317.79
Check	07/03/2019		ACTION RENTAL	X	-115.00	-432.79
Check	07/03/2019		WISHPOND TECH...	X	-69.00	-501.79
Check	07/12/2019		INSIGHTLY CRM	X	-999.00	-1,500.79
Check	07/12/2019		OFFICE MAX	X	-52.55	-1,553.34
Check	07/15/2019		MAILCHIMP	X	-250.00	-1,803.34
Check	07/22/2019		LAVENDER MEDIA ...	X	-437.68	-2,241.02
Check	07/22/2019		US POSTAL SERVI...	X	-416.80	-2,657.82
Check	07/24/2019		QUICKFIRE PIZZA	X	-21.43	-2,679.25
Check	07/27/2019		STAMPS.COM	X	-17.99	-2,697.24
Total Checks and Payments					-2,697.24	-2,697.24
Deposits and Credits - 2 items						
Check	07/01/2019		TRANSFER	X	5,000.00	5,000.00
Check	07/22/2019		TRANSFER	X	1,500.00	6,500.00
Total Deposits and Credits					6,500.00	6,500.00
Total Cleared Transactions					3,802.76	3,802.76
Cleared Balance					3,802.76	3,458.91
Register Balance as of 07/31/2019					3,802.76	3,458.91
New Transactions						
Checks and Payments - 7 items						
Check	08/01/2019		LA CROSSE GRAP...		-377.44	-377.44
Check	08/01/2019		FACEBOOK		-14.45	-391.89
Check	08/02/2019		GOOGLE		-18.00	-409.89
Check	08/05/2019		ACTION RENTAL		-115.00	-524.89
Check	08/05/2019		OFFICE MAX		-70.66	-595.55
Check	08/05/2019		WISHPOND TECH...		-69.00	-664.55
Check	08/06/2019		MN NICE CREAM		-14.84	-679.39
Total Checks and Payments					-679.39	-679.39
Total New Transactions					-679.39	-679.39
Ending Balance					3,123.37	2,779.52



MIDWESTONE BANK
 PO BOX 1700
 IOWA CITY IA 52244-1700

071 00021 02 PAGE: 1
 ACCOUNT: XXXXXXXXXXXX8900 07/31/2019

TELEPHONE: 800-247-4418

B

STILLWATER & OAK PARK HEIGHTS
 CONVENTION & VISITOR BUREAU
 101 WATER ST S
 STILLWATER MN 55082-5150

Stillwater
 2270 Frontage Rd W
 Stillwater, MN 55082

TELEPHONE: 651-439-3050

BUSINESS CKING ACCOUNT XXXXXXXXXXXX8900

		LAST STATEMENT 06/28/19	343.85-
MINIMUM BALANCE	2,852.81	2 CREDITS	6,500.00
AVG AVAILABLE BALANCE	3,350.48	15 DEBITS	2,697.24
AVERAGE BALANCE	3,350.48	THIS STATEMENT 07/31/19	3,458.91

- - - - - OTHER CREDITS - - - - -

DESCRIPTION	DATE	AMOUNT
113097731 WEB TRANSFER FROM 4504 7/01/19 14:52	07/01	5,000.00
Transfer	07/22	1,500.00

- - - - - OTHER DEBITS - - - - -

DESCRIPTION	DATE	AMOUNT
XX9499 DDA PURCHASE OFFICEMAX/DEPOT 6479 STILLWATER MN 490002 91820058	07/01	35.24
XX9499 DDA PURCHASE LOLITO STILLWATER MN 490002 918200132	07/01	36.00
XX9499 RECUR PURCHASE FACEBK R95MHMEVS2 Menlo Park CA 490002 918200036	07/01	73.55
XX9499 DDA PURCHASE GOOGLE *GSUITE discove cc@google.com CA 490002 918	07/02	18.00
XX9499 DDA PURCHASE USPS PO 2689800282 STILLWATER MN 490002 918300052	07/02	55.00
XX9499 DDA PURCHASE USPS POSTAGE STAMPS.C 888-434-0055 CA 490002 91830	07/02	100.00
XX9499 DDA PURCHASE ACTION RENTAL STILLWATER MN 490002 918400112	07/03	115.00
XX9499 RECUR PURCHASE WISHPOND.COM 8009210167 CA 490002 918700017	07/08	69.00
XX9499 DDA PURCHASE OFFICEMAX/DEPOT 6479 STILLWATER MN 490002 91930013	07/12	52.55

* * * CONTINUED * * *





MIDWESTONE BANK
 PO BOX 1700
 IOWA CITY IA 52244-1700

071 00021 02 PAGE: 2
 ACCOUNT: XXXXXXXXXXXX8900 07/31/2019

TELEPHONE: 800-247-4418

STILLWATER & OAK PARK HEIGHTS
 CONVENTION & VISITOR BUREAU

=====

BUSINESS CKING ACCOUNT XXXXXXXXXXXX8900

=====

----- OTHER DEBITS -----

DESCRIPTION	DATE	AMOUNT
XX9499 RECUR PURCHASE INSIGHTLY CRM 8778877815 CA 490002 919300017	07/12	999.00
XX9499 DDA PURCHASE MAILCHIMP *MONTHLY MAILCHIMP.COM GA 490002 9196000	07/15	250.00
XX9499 DDA PURCHASE USPS.COM POSTAL STORE 800-275-8777 MO 490002 92010	07/22	416.80
XX9499 RECUR PURCHASE LAVENDERMED 6124364660 MN 490002 920300066	07/22	437.68
XX9499 DDA PURCHASE QUICKFIRE PIZZA STILLWATER MN 490002 920500101	07/24	21.43
XX9499 RECUR PURCHASE STAMPS.COM 855-608-2677 CA 490002 920700021	07/26	17.99

----- DAILY BALANCE -----

DATE.....	BALANCE	DATE.....	BALANCE	DATE.....	BALANCE
07/01	4,511.36	07/08	4,154.36	07/22	3,498.33
07/02	4,338.36	07/12	3,102.81	07/24	3,476.90
07/03	4,223.36	07/15	2,852.81	07/26	3,458.91



Checking 4188900 - XXX8900 ▾

Account information

Balance

Previous day transactions (-\$115.00 / +\$0.00)	-\$115.00
Current balance	\$2,934.02
Total float	\$0.00
Holds	\$0.00
Pending transactions (-\$154.50 / +\$0.00)	-\$154.50
Other transfers	\$0.00
Today's float	\$0.00
Available balance	\$2,779.52
Line of credit	\$0.00
Total funds available	\$2,779.52

Activity

Last deposit (Jul 22, 2019)	\$1,500.00
Last check (Aug 05, 2019)	\$115.00
Last overdrawn	Jun 21, 2019

Interest

Last interest payment	\$0.00
-----------------------	--------

Search transactions

Activity: All transactions Type: All

Check image viewer

Transactions

<input type="radio"/> Pending	<input checked="" type="radio"/> Posted	Total debits: -199,555.54 (1164)	Total credits: +199,193.79 (55)	
Date ▾	Description ◇	Debit ◇	Credit ◇	Balance
<input checked="" type="radio"/> Aug 06, 2019	905291 PREAUTH DDA SQ *SQ *MN NICE CREAM Stillwater MN 497758 9218373	14.84	#1413	2,779.52
<input checked="" type="radio"/> Aug 05, 2019	971602 RECUR PURCHASE WISHPOND.COM 8009210167 CA 490002 921800017	69.00	#1403	2,794.36
<input checked="" type="radio"/> Aug 05, 2019	79487 PREAUTH DDA OFFICE DEPOT #1090 PLYMOUTH MN 490358 004808061	70.66	#1102	2,863.36
<input checked="" type="radio"/> Aug 05, 2019	XX9499 DDA PURCHASE ACTION RENTAL STILLWATER MN 490002 921700148	115.00	#1108	2,934.02
<input checked="" type="radio"/> Aug 02, 2019	XX9499 DDA PURCHASE GOOGLE*GSUITE DISCOVER CC GOOGLE.COM CA 490002 921	18.00	#1104	3,049.02

Date ▾	Description ◇	Debit ◇	Credit ◇	Balance
● Aug 01, 2019	XX9499 RECUR PURCHASE FACEBK FSGY5NJVS2 Menlo Park CA 490002 921300116	14.45	#1413	3,067.02
● Aug 01, 2019	XX9499 DDA PURCHASE LACROSSE GRAPHICS INC. 6087882500 WI 490002 921300 <i>Envelope</i>	377.44	# 1324	3,081.47
● Jul 26, 2019	XX9499 RECUR PURCHASE STAMPS.COM 855-608-2677 CA 490002 920700021	17.99	#1321	3,458.91
● Jul 24, 2019	XX9499 DDA PURCHASE QUICKFIRE PIZZA STILLWATER MN 490002 920500101	21.43	#1413	3,476.90
● Jul 22, 2019	XX9499 RECUR PURCHASE LAVENDERMED 6124364660 MN 490002 920300066	437.68	#1472	3,498.33
● Jul 22, 2019	XX9499 DDA PURCHASE USPS.COM POSTAL STORE 800-275-8777 MO 490002 92010	416.80	#1321	3,936.01
● Jul 22, 2019	Transfer		1,500.00	4,352.81
● Jul 15, 2019	XX9499 DDA PURCHASE MAILCHIMP *MONTHLY MAILCHIMP.COM GA 490002 9196000	250.00	#1402	2,852.81
● Jul 12, 2019	XX9499 RECUR PURCHASE INSIGHTLY CRM 8778877815 CA 490002 919300017	999.00	#1104	3,102.81
● Jul 12, 2019	XX9499 DDA PURCHASE OFFICEMAX/DEPOT 6479 STILLWATER MN 490002 919300013	52.55	#1102	4,101.81
● Jul 08, 2019	XX9499 RECUR PURCHASE WISHPOND.COM 8009210167 CA 490002 918700017	69.00	#1403	4,154.36
● Jul 03, 2019	XX9499 DDA PURCHASE ACTION RENTAL STILLWATER MN 490002 918400112	115.00	#1108	4,223.36
● Jul 02, 2019	XX9499 DDA PURCHASE USPS POSTAGE STAMPS.C 888-434-0055 CA 490002 91830	100.00	#1321	4,338.36
● Jul 02, 2019	XX9499 DDA PURCHASE USPS PO 2689800282 STILLWATER MN 490002 918300052	55.00	#1321	4,438.36
● Jul 02, 2019	XX9499 DDA PURCHASE GOOGLE *GSUITE_discover cc@google.com CA 490002 918	18.00	#1104	4,493.36
● Jul 01, 2019	XX9499 RECUR PURCHASE FACEBK R95MHMEVS2 Menlo Park CA 490002 918200036	73.55	#1413	4,511.36
● Jul 01, 2019	XX9499 DDA PURCHASE LOLITO STILLWATER MN 490002 918200132	36.00	# 1413	4,584.91
● Jul 01, 2019	XX9499 DDA PURCHASE OFFICEMAX/DEPOT 6479 STILLWATER MN 490002 91820058	35.24	#1102	4,620.91

Date ▾	Description ◇	Debit ◇	Credit ◇	Balance
● Jul 01, 2019	113097731 WEB TRANSFER FROM 4504 7/01/19 14:52		5,000.00	4,656.15
● Jun 26, 2019	XX9499 RECUR PURCHASE STAMPS.COM 855-608-2677 CA 490002 917700018	17.99		
● Jun 26, 2019	OVERDRAFT FEE	35.00		
● Jun 21, 2019	XX9499 RECUR PURCHASE LAVENDERMED 6124364660 MN 490002 917200022	437.68		
● Jun 21, 2019	OVERDRAFT FEE	35.00		
● Jun 20, 2019	XX9499 DDA PURCHASE REVE BISTRO AND BAR STILLWATER MN 490002 917100055	30.44		
● Jun 18, 2019	XX9499 DDA PURCHASE STILLWATER CHAMBER 8008259171 MN 490002 916900022	20.00		
● Jun 18, 2019	XX9499 DDA PURCHASE USPS.COM POSTAL STORE 800- 275-8777 MO 490002 91690	501.80		
● Jun 17, 2019	XX9499 DDA PURCHASE TIN BINS STILLWATER MN 490002 916600118	29.34		
● Jun 17, 2019	XX9499 DDA PURCHASE MAILCHIMP *MONTHLY MAILCHIMP.COM GA 490002 9166000	250.00		
● Jun 14, 2019	XX9499 DDA PURCHASE HOTEL LORA STILLWATER MN 490002 916500001	414.79		
● Jun 14, 2019	XX9499 DDA PURCHASE HOTEL LORA STILLWATER MN 490002 916500001	531.86		
● Jun 13, 2019	XX9499 DDA PURCHASE CUB FOODS, INC. SSS STILLWATER MN 490002 916400026	10.47		
● Jun 12, 2019	XX9499 DDA PURCHASE CANDYLAND - STILLWAT STILLWATER MN 490002 91630010	74.25		
● Jun 11, 2019	REFUND NSF FEES		35.00	
● Jun 06, 2019	XX9499 RECUR PURCHASE WISHPOND.COM 8009210167 CA 490002 915700017	69.00		
● Jun 04, 2019	FUNDS TRANSFER	2,500.00		
● Jun 04, 2019	XX9499 DDA PURCHASE ACTION RENTAL STILLWATER MN 490002 915500120	115.00		
● Jun 03, 2019	XX9499 DDA PURCHASE GOOGLE *GSUITE DISCOVE 650-253-0000 CA 490002 9154	18.00		

STILLWATER AND OAK PARK HEIGHTS CVB

Checks Written

July 5 through August 6, 2019

Type	Date	Num	Name	Memo	Split	Debit	Credit	Balance
Debit Card Account								
Check	07/12/2019		OFFICE MAX		1102 · Printing and supplies		52.55	-52.55
Check	07/12/2019		INSIGHTLY CRM		1104 · Telephone/Email/Internet		999.00	-1,051.55
Check	07/15/2019		MAILCHIMP		1402 · Enewsletter		250.00	-1,301.55
Check	07/22/2019		TRANSFER		MIDWEST ONE	1,500.00		198.45
Check	07/22/2019		US POSTAL SERVICE		1321 · Postage Fulfillment		416.80	-218.35
Check	07/22/2019		LAVENDER MEDIA INC	Lavender	1472 · Lavender		437.68	-656.03
Check	07/24/2019		QUICKFIRE PIZZA		1413 · SocialMedia / Digital Misc		21.43	-677.46
Check	07/27/2019		STAMPS.COM		1321 · Postage Fulfillment		17.99	-695.45
Check	08/01/2019		LA CROSSE GRAPHICS INC		1321 · Postage Fulfillment		377.44	-1,072.89
Check	08/01/2019		FACEBOOK		1413 · SocialMedia / Digital Misc		14.45	-1,087.34
Check	08/02/2019		GOOGLE		1104 · Telephone/Email/Internet		18.00	-1,105.34
Check	08/05/2019		WISHPOND TECHNOLOGIES		1403 · Sweepstakes		69.00	-1,174.34
Check	08/05/2019		OFFICE MAX		1102 · Printing and supplies		70.66	-1,245.00
Check	08/05/2019		ACTION RENTAL		1108 · Storage Rental		115.00	-1,360.00
Check	08/06/2019		MN NICE CREAM		1413 · SocialMedia / Digital Misc		14.84	-1,374.84
Total Debit Card Account						1,500.00	2,874.84	-1,374.84
MIDWEST ONE								
Check	07/22/2019		TRANSFER		Debit Card Account		1,500.00	-1,500.00
Check	08/04/2019	2785	VITAL SYSTEMS INC	Invoice #53008	1204 · Accounting Fees		77.50	-1,577.50
Check	08/05/2019	2801	FRESH AVENUE	INVOICE AUGUST 2019	1201 · Marketing Contractors		700.00	-2,277.50
Check	08/06/2019	2786	ALLEY CAT - SCOTT TUSKA	INVOICE #393	1389 · Meeting Video / 360 Tours		600.00	-2,877.50
Check	08/06/2019	2787	SARA'S TIPSYPIES	INVOICE # 1082	1381 · Meeting Fam Trip		30.00	-2,907.50
Check	08/06/2019	2788	MADDEN MEDIA	see invoices below	-SPLIT-		6,666.62	-9,574.12
Check	08/06/2019	2789	BRIAN HART	INVOICE #1	1346 · Photography / Videography		100.00	-9,674.12
Check	08/06/2019	2790	FRESH AVENUE	VOID: INVOICE AUGUST 2019	-SPLIT-	0.00		-9,674.12
Check	08/06/2019	2791	VITAL SYSTEMS INC	Invoice #53237	1204 · Accounting Fees		102.00	-9,776.12
Check	08/06/2019	2792	RISE	INVOICE #: INT24002	1321 · Postage Fulfillment		48.80	-9,824.92
Check	08/06/2019	2793	LA CROSSE GRAPHICS INC	INVOICE #: SEE BELOW	-SPLIT-		903.35	-10,728.27
Check	08/06/2019	2794	KNOT - WEDDING PAGES	Invoice #: 01031823	1391 · The Knot Online & Magazine		3,300.05	-14,028.32
Check	08/06/2019	2795	Orange142	Invoice #: 7669	1419 · Retargeting Advertising		2,039.49	-16,067.81
Check	08/06/2019	2796	COMCAST	INVOICE NW929030	1451 · Comcast Spotlight		5,000.00	-21,067.81
Check	08/06/2019	2797	GREENSPRING MEDIA GROUP	invoice #: 2019-34733	1457 · MN Monthly		1,575.00	-22,642.81
Check	08/06/2019	2798	PIONEER PRESS	ACCT #:540058	1413 · SocialMedia / Digital Misc		1,250.00	-23,892.81
Check	08/06/2019	2799	JENNIFER MCCORMICK	JULY 2019	1321 · Postage Fulfillment		78.71	-23,971.52
Check	08/06/2019	2800	CENTURY LINK	651-351-1717	1104 · Telephone/Email/Internet		255.51	-24,227.03
Check	08/06/2019	2802	FRESH AVENUE	INVOICE AUGUST 2019	-SPLIT-		5,859.34	-30,086.37
Total MIDWEST ONE						0.00	30,086.37	-30,086.37
TOTAL						1,500.00	32,961.21	-31,461.21



1104

STILL WATER VISITORS CENTER
Bill Date: Jul 16, 2019
Account Number: 651 351-1717 163

Visit centurylink.com

Balance Forward	New Charges	Total Amount Due	Due Date for New Charges
\$169.84	\$85.67	\$255.51	Aug 7, 2019

Account Summary

Previous Balance			
Charges			169.84
Balance Forward			\$169.84
New Charges			
CenturyLink			85.67
Total New Charges			\$85.67
TOTAL AMOUNT DUE			\$255.51

For questions, call: 1-800-603-6000 Page 2

Business needs change regularly. As a valued business customer, we want to work with you to provide a complete and cost effective solution for your business.

Call (888) 544-4495 today for a free account consultation with a dedicated business sales consultant.

For billing or technical questions, please call (877) 453-9407.

CenturyLink, P O Box 2956, Phoenix, AZ 85062-2956

Please fold, tear here and return this portion with your payment.



62202550 C3 RP 11 20190711 NNNNNNNY 0000200 0001



STILL WATER
VISITORS CENTER
101 WATER ST S
STILLWATER MN 55082-5150

Bill Date: Jul 16, 2019
Account No: 651 351-1717 163
Bill Due Date: Aug 7, 2019
Balance Forward: \$169.84
New Charges: \$85.67

TOTAL AMOUNT DUE: \$255.51

Amount Enclosed \$ _____

CENTURYLINK
P O BOX 2956
PHOENIX, AZ 85062-2956



3356510351171720202020163800001698470000255513



STILL WATER
 VISITORS CENTER
 Bill Date: Jul 16, 2019
 Account Number: 651 351-1717 163

For questions, call 1-800-603-6000

Page 2

LOCAL SERVICE

	ITEM RATE	MONTHLY CHARGE	
MONTHLY SERVICE-JUL 16 THRU AUG 15			58.72

OPTIONAL SERVICES

These services are provided at your request and include your basic telephone service as well as services that are not required as part of your basic telephone service.

1 CHOICE BUSINESS PLUS	55.00	55.00	
1 Extended Area Service	.73	.73	
* 1 Non-Telecom Svc Surcharge	2.99	2.99	

LATE PAYMENT CHARGES

LATE PAYMENT CHARGE ON 169.84			6.00
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TAXES, FEES & SURCHARGES

The following charges are billed at the request of local, state and Federal government and/or to support government programs. For additional information, visit our website at www.centurylink.com.

FEDERAL UNIVERSAL SERV FUND		2.63
TELE-RELAY, 9-1-1, & TELEPHONE ASSISTANCE PLAN SURCHARGES		1.10
SPECIAL DISTRICT SALES TAX		.19
FEDERAL TAX		2.03
STATE TAX		4.93
FEDERAL ACCESS CHARGE++		5.07



STILL WATER
VISITORS CENTER
Bill Date: Jul 16, 2019
Account Number: 651 351-1717 163

For questions, call 1-800-603-6000

Page 3

LOCAL SERVICE

TAXES, FEES & SURCHARGES

ACCESS RECOVERY CHARGE+++ 5.00

++ Federal Access Charge is a per line fee authorized by the FCC to cover the cost of providing access to the telephone network.

+++ This charge is a per line fee authorized by the FCC to recover carrier fees and costs of providing access to the telephone network.

TOTAL CENTURYLINK SERVICE(S) \$85.67

FOR YOUR INFORMATION

At CenturyLink, our top priority is providing you with quality customer service. As part of that commitment, we have prepared the following information to help you understand your account. If you need additional assistance, please call Customer Service at 1 800-603-6000. Customers using Teletype (TTY) devices can direct their inquiries to CenturyLink at 1 800 223-3131, a TTY equipped number.

Charges for your monthly service are billed one month in advance. CenturyLink should receive your payment for the total amount due on or before the due date on your bill. If you are unable to pay by the due date, please contact Customer Service to avoid possible collection action. In some states you may be assessed a charge for unpaid balances. Your basic telephone service will not be disconnected for non-payment of charges for: (1) Optional Services (or other itemized services) identified by an * above, (2) services of other CenturyLink companies, or (3) services of other companies included in your bill. CenturyLink packages of features and the amounts in the Summary may include both basic and charges that are not basic.

You may have been billed Termination Liability Assessment charges for terminating a CenturyLink contract service arrangement prior to expiration. If you convert your CenturyLink local telephone service to comparable services provided by a reseller local service provider, these contract termination charges may not be applicable. If you feel these charges are billed in error, please contact the CenturyLink billing office at the number provided on this statement. You may also contact the Minnesota Department of Commerce at (651) 539-1883.

Future delivery of CenturyLink print directories may be reduced in certain areas and printed directories will only be provided upon customer request. You may obtain a printed copy of your local directory at no charge by calling 877-243-8339. Digital versions of your directory are also accessible free of charge at www.dexpages.com. You can always let us know if you do not want a printed directory by visiting www.yellowpagesoptout.com.

A late payment charge of up to 2.5% or \$6, whichever is greater, may apply if amount due does not reach us by Aug 16 2019, except Internet charges.

continued on back



For questions, call 1-800-603-6000



STILL WATER
VISITORS CENTER
Bill Date: Jul 16, 2019
Account Number: 651 351-1717 163

Page 4

LOCAL SERVICE

FOR YOUR INFORMATION

Third-Party Billing Block

Cramming occurs when unauthorized charges appear on your telephone bill. To help prevent unwanted third party charges on your bill, contact CenturyLink and request, at no charge, a bill block that will prevent some third party charges such as charitable contributions, dial-up Internet by non-CenturyLink companies or other non-telecommunications charges from appearing on your bill.



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Endpoint
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Browsing
Protection



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*Source: Fire Eye Inc - Big Threats for Small Businesses: Five Reasons Your Small or Midsize Business is a Prime Target for Cybercriminals.

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