

**Greene County Tourist Promotion Agency**

**Board Meeting Minutes**

**Wednesday, December 11, 2019**

**Present:** Ann Bargerstock, Courtney Hursey, Justin McWilliams, Nicole Mitchell, Deneen Rhodes, Lorinda Trovato, Shelley Younken, Sandy Wilson, and Blair Zimmerman. Staff: JoAnne Marshall.

**Absent:** Ben McMillen, Lauren Stauffer, and Adam Stokes.

**Quorum Present?** Yes

**CALL TO ORDER:**

1. The meeting was called to order at 3:30 p.m. in the 2<sup>nd</sup> floor conference room of the County Building.
2. Blair made a motion and Nicole seconded to approve the November 13, 2019 meeting minutes. Vote was unanimous.

**ACCOUNTS RECEIVABLE:**

1. As of November 29, the Hotel/Motel 3% Tax bank account ending balance is \$134,977.39; the TPA Fundraising Account ending balance is \$41,174.96; and the TPA MMA Savings Account ending balance is \$10,987.52.

**ACCOUNTS PAYABLE:**

1. Courtney made a motion to approve the December Disbursement Request sheet (attached) and Deneen seconded. Vote was unanimous.

**DIRECTOR MONTHLY REPORT:**

1. JoAnne reported that the office has been busy receiving grant applications, partnership renewals and Visitor Guide Ad Sales as the committee reports will show.

**COMMITTEE REPORTS:**

***Advertising & Promotion:***

Blair made the motion and Sandy seconded to purchase the \$5,095 annual Ohio Amish Country Package from CTM Media Group for 2020. The package includes a rack card distribution at I-70 hotels, I-77 hotels and Ohio's Amish Country, along with a ½ Panel Map Ad with listing on the Amish Country Map and a VisitorFun Touch Screen Profile. Vote was unanimous.

***Bylaws:*** *Nothing at this time.*

***Finance:*** Nicole made the motion and Deneen seconded to accept the 3rd Quarter Financial Report (attached). Vote was unanimous.

Deneen made the motion and Shelley seconded to accept the 2020 Budget (attached). Vote was unanimous.

***Fundraising:*** *Nothing at this time.*

***Grants:*** Blair made the motion and Courtney seconded to approve the final disbursement for the advertising and promotions grant of \$1,250 for Greene County Historical Society's Marketing Project. Vote was unanimous.

Nicole made the motion and Deneen seconded to approve the final disbursement for the capital grant of \$92.65 for Greene County Historical Society's Walking Trail. Vote was unanimous.

The 2020 Grant Program is available online for Tourism partners and will be accepting applications until 4 p.m. on Tuesday, January 7. Currently, the Tourism Office has received five grant applications.

***Hotel/Motel Tax:*** Hotel occupancy for October 2019 was 55.3% with an average daily room rate of \$87.37 and revenue per available room at \$48.33.

***Long-Range/Strategic Planning:*** *Nothing at this time.*

**Partnership:** Hard Core Derby Promotions joined as a partner.

The early renewal discount ends on Friday, December 13. Currently, the Tourism Office has received 45 out of 120 renewals and 3 new partnerships for 2020. Visitor Guide ad sales to date include 8 renewals, 2 upgrades and 3 new ads.

**OLD BUSINESS:**

1. Blair made the motion and Courtney seconded to submit Don Chappel, Matt Cumberledge, Representative from Racer Productions, Christy Orndorff, Kevin Paul, and Charlotte Popielarcheck as nominations to serve for the term of 2020-2022 on the Tourism Board of Directors. Vote was unanimous.
2. Nicole made the motion and Deneen seconded to approve the Tourism Board of Directors meeting dates for 2020. Vote was unanimous.

**NEW BUSINESS:**

1. By ballot, Courtney Hursey was chosen to serve as President of the Tourism Board of Directors in 2020 and will be added as a signatory on the Community Bank Fundraising Account.
2. JoAnne reported several of the 2019 Highlights including:
  - a. Co-hosting the Heritage Tourism Summit at Washington & Jefferson College on February 9.
  - b. Held our 3<sup>rd</sup> annual Partnership Meeting on Tuesday, March 5 at the Greene County Fairgrounds followed by 3 informal partnership networking meetings at Greene County United Way, Thistlethwaite Vineyards, and the I-79 Welcome Center.
  - c. Hosted the Upper Ohio Valley Regional Tourism group's bi-monthly meeting at the Greene County Historical Society Museum on July 25.
  - d. Increased our advertising campaigns to include: Toronto Canada package that included a billboard in the middle of downtown Toronto in September; rack card distribution in Ohio Amish Country; weekly e-blast growth; creation of seasonal e-blasts; achieved Google Verifier status; and added a digital photo package for partners to increase our presence on Google searches.
  - e. To date, 1,317 Visitor Guides were mailed out to 48 states and 16 countries by direct request (no one from Idaho or Alaska has requested one yet).
  - f. To date, 16,399 observations of attendees' hometowns were captured at various events over 2019. The observations reflected that 58% of the

## Greene County Tourist Promotion Agency

attendees were visitors to Greene County, and represented 61 Pennsylvania counties, 46 states and 14 countries.

### **PUBLIC COMMENT:**

1. Blair commented that with the change of hunting season including weekends that we should create hunting packages and possibly sponsor a Big Buck Contest or something similar to entice hunters back into Greene County.

### **ADJOURNMENT:**

1. The meeting adjourned at 4:30 p.m. by a motion from Deneen and seconded by Blair. The next meeting will be Wednesday, January 15 at 3:30 p.m. in the 2<sup>nd</sup> Floor Conference Room of the County Building.

*Minutes submitted by JoAnne Marshall.*

Greene County Tourist Promotion Agency

Revised  
2:56 PM  
12/11/2019

Greene County Tourist Promotion Agency  
Disbursement Request - FY 2019 - Q4  
December 11, 2019

| Date       | Invoice #       | Vendor                        | Memo   | HM | FR | MM | Amount   |
|------------|-----------------|-------------------------------|--|----|----|----|----------|
| 11/20/2019 | 2187            | County of Greene General Fund | November Windstream                          | X  |    |    | 16.00    |
| 11/26/2019 |                 | County of Greene General Fund | Ford Business Machine - Copier Count         | X  |    |    | 124.64   |
| 11/26/2019 |                 | County of Greene General Fund | All-Ines Technology - 1 Computer             | X  |    |    | 1,229.00 |
| 12/01/2019 | 2185            | County of Greene General Fund | December Avaya                               | X  |    |    | 14.78    |
| 12/01/2019 | 2186            | County of Greene General Fund | December Copier                              | X  |    |    | 337.49   |
| 12/01/2019 | GCTPA1219P      | Pennsylvania On Display       | PA Brochure Distribution (Dec. 2019)         | X  |    |    | 336.00   |
| 12/01/2019 | 2188            | CTM Media Group Inc.          | Ohio Amish Country Distribution (Dec. 2019)  | X  |    |    | 350.00   |
| 12/05/2019 | 2189            | County of Greene General Fund | November Postage                             | X  |    |    | 236.01   |
| 12/09/2019 | 2190            | County of Greene General Fund | November Verizon Cell Phone                  | X  |    |    | 62.20    |
| 12/11/2019 | AMEX - Constant | County of Greene General Fund | November Payroll                             | X  |    |    | 4,213.81 |
| 12/11/2019 |                 | County of Greene General Fund | Constant Contact - 6 Month Prepay            | X  |    |    | 202.50   |
| 12/11/2019 |                 | JoAnne E Marshall             | Social Media Advertising (11/12/19-12/11/19) | X  |    |    | 45.00    |
| 12/11/2019 |                 | Memories & Melodies           | Google Photo Packages (6 Locations)          | X  |    |    | 1,050.00 |

TOTAL REQUESTED THIS REPORT \$ 8,217.43

Compiled by:  
Payment Authorized by:  
Payment Authorized by:

*Jpk E Marshall*

Date: 12/13/19  
Date:  
Date:

Legend  
HM= Hotel/Motel Tax Account  
FR= TPA Fundraising Account  
MM= TPA Money Market Account

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# Greene County Tourist Promotion Agency

8:23 PM  
11/12/2019  
Accrual Basis

## Greene County Tourist Promotion Agency Profit & Loss Budget vs. Actual July - September 2019

| Ordinary Income/Expense                   | July-Sept 19     | July-Sept Budget | YTD               | 2019 Budget       | % of Budget |
|---|------------------|------------------|-------------------|-------------------|-------------|
| <b>Income</b>                             |                  |                  |                   |                   |             |
| 43310 · County Personnel Contribution     | 12,762.54        | 9,549.99         | 33,579.19         | 38,200.00         | 88%         |
| 43110 · Hotel/Motel Tax                   | 46,037.61        | 41,250.00        | 131,803.32        | 165,000.00        | 80%         |
| 43115 · Charges for Services              |                  |                  |                   |                   |             |
| Seminar/Training                          | 0.00             | 0.00             | 35.00             | 0.00              | 0%          |
| Tours                                     | 750.00           | 0.00             | 1,050.00          | 0.00              | 0%          |
| Advertising Sales                         |                  |                  |                   |                   |             |
| Co-Op Advertising Sales                   | 0.00             | 0.00             | 500.00            | 1,500.00          | 33%         |
| Visitor Guide Ad Sales                    | 0.00             | 0.00             | 6,675.00          | 6,500.00          | 103%        |
| <b>Total Advertising Sales</b>            | <b>0.00</b>      | <b>0.00</b>      | <b>7,175.00</b>   | <b>8,000.00</b>   | <b>90%</b>  |
| Print & Copy                              | 6.00             | 0.00             | 6.00              | 0.00              | 0%          |
| Inventory Sales                           | 364.41           | 450.00           | 725.58            | 1,000.00          | 73%         |
| Partnership Dues                          | 50.00            | 0.00             | 6,410.00          | 6,700.00          | 96%         |
| <b>Total 43115 · Charges for Services</b> | <b>1,170.41</b>  | <b>450.00</b>    | <b>15,401.58</b>  | <b>15,700.00</b>  | <b>98%</b>  |
| 43205 · Interest Income                   | 267.36           | 150.00           | 783.08            | 600.00            | 131%        |
| 48900 · Shipping and Delivery Income      | 0.00             | 0.00             | 13.00             | 0.00              | 0%          |
| <b>Total Income</b>                       | <b>60,237.92</b> | <b>51,399.99</b> | <b>181,580.17</b> | <b>219,500.00</b> | <b>83%</b>  |
| <b>Gross Profit</b>                       | <b>60,237.92</b> | <b>51,399.99</b> | <b>181,580.17</b> | <b>219,500.00</b> | <b>83%</b>  |
| <b>Expense</b>                            |                  |                  |                   |                   |             |
| <b>Personnel/Payroll</b>                  |                  |                  |                   |                   |             |
| 61105 · Salaries & Wages                  | 19,394.71        | 17,500.00        | 49,926.13         | 68,000.00         | 73%         |
| 61205 · Medical Coverage                  | 6,701.22         | 2,700.00         | 18,877.33         | 10,800.00         | 173%        |
| 61210 · Workers Comp.                     | 40.39            | 62.49            | 98.95             | 250.00            | 40%         |
| 61215 · Unemployment Comp.                | 59.53            | 249.99           | 664.70            | 1,000.00          | 66%         |
| 61221 · Social Security Tax               | 1,105.66         | 999.99           | 2,855.59          | 4,000.00          | 71%         |
| 61222 · Medicare Tax                      | 258.55           | 249.99           | 667.75            | 1,000.00          | 67%         |
| 61225 · Life Insurance                    | 48.00            | 75.00            | 127.20            | 300.00            | 42%         |
| 61230 · Retirement                        | 0.00             | 0.00             | 0.00              | 2,500.00          | 0%          |
| <b>Total Personnel/Payroll</b>            | <b>27,608.06</b> | <b>21,837.46</b> | <b>73,017.65</b>  | <b>87,850.00</b>  | <b>83%</b>  |
| <b>Services</b>                           |                  |                  |                   |                   |             |
| 62740 · Partnership Meetings              | 410.00           | 0.00             | 1,761.08          | 3,000.00          | 59%         |
| 62205 · Local Service                     | 254.81           | 125.01           | 451.27            | 500.00            | 90%         |
| 62305 · Postage/Shipping                  | 687.01           | 999.99           | 2,390.51          | 5,000.00          | 48%         |
| 62310 · Advertising                       |                  |                  |                   |                   |             |
| Distribution Program                      | 2,455.50         | 2,274.99         | 6,969.00          | 9,100.00          | 77%         |
| TV / Radio                                |                  |                  |                   |                   |             |
| WANB Radio                                | 1,100.00         | 1,500.00         | 1,730.00          | 3,000.00          | 58%         |
| <b>Total TV / Radio</b>                   | <b>1,100.00</b>  | <b>1,500.00</b>  | <b>1,730.00</b>   | <b>3,000.00</b>   | <b>58%</b>  |
| <b>Print</b>                              |                  |                  |                   |                   |             |
| Misc. Print                               | 4,746.43         | 0.00             | 8,253.43          | 8,580.94          | 96%         |
| Where & When                              | 1,355.00         | 1,355.00         | 2,710.00          | 2,710.00          | 100%        |



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Accrual Basis

## Greene County Tourist Promotion Agency Profit & Loss Budget vs. Actual July - September 2019

|  | July-Sept 19     | July-Sept Budget | YTD              | 2019 Budget      | % of Budget |
|--|------------------|------------------|------------------|------------------|-------------|
| VisitPittsburgh                                | 0.00             | 0.00             | 4,200.00         | 4,200.00         | 100%        |
| Observer-Reporter                              | 2,037.00         | 2,037.00         | 3,470.91         | 3,729.06         | 93%         |
| New South Media - WV Living                    | 1,700.00         | 1,700.00         | 5,100.00         | 5,100.00         | 100%        |
| Herald-Standard / GC Messenger                 | 0.00             | 1,665.00         | 1,665.00         | 3,330.00         | 50%         |
| GreeneScene / Direct Results                   | 1,200.00         | 0.00             | 1,200.00         | 1,000.00         | 120%        |
| Coal Show Program                              | 0.00             | 0.00             | 150.00           | 150.00           | 100%        |
| Chamber of Commerce                            | 0.00             | 0.00             | 350.00           | 350.00           | 100%        |
| Pennsylvania Vacation Guide                    | 0.00             | 0.00             | 5,557.50         | 5,850.00         | 95%         |
| <b>Total Print</b>                             | <b>11,038.43</b> | <b>6,757.00</b>  | <b>32,656.84</b> | <b>35,000.00</b> | <b>93%</b>  |
| <b>Digital</b>                                 |                  |                  |                  |                  |             |
| www.VisitPA.com                                | 0.00             | 0.00             | 3,442.50         | 3,150.00         | 109%        |
| www.VisitPITTSBURGH.com                        | 0.00             | 0.00             | 1,500.00         | 1,500.00         | 100%        |
| Misc. Digital                                  | 1,500.00         | 0.00             | 2,500.00         | 365.00           | 685%        |
| Website Hosting                                | 4,000.00         | 0.00             | 4,216.53         | 285.00           | 1479%       |
| Web Advertising                                | 0.00             | 0.00             | 0.00             | 3,400.00         | 0%          |
| Social Media Advertising                       | 203.15           | 333.33           | 348.09           | 1,000.00         | 35%         |
| Email Marketing                                | 193.50           | 0.00             | 283.50           | 300.00           | 95%         |
| <b>Total Digital</b>                           | <b>5,896.65</b>  | <b>333.33</b>    | <b>12,290.62</b> | <b>10,000.00</b> | <b>123%</b> |
| <b>Promotional Materials</b>                   | <b>667.00</b>    | <b>249.99</b>    | <b>1,012.81</b>  | <b>1,000.00</b>  | <b>101%</b> |
| <b>Vendor Fees</b>                             | <b>300.00</b>    | <b>249.99</b>    | <b>805.00</b>    | <b>1,000.00</b>  | <b>81%</b>  |
| <b>Total 62310 - Advertising</b>               | <b>21,457.58</b> | <b>11,365.30</b> | <b>55,464.27</b> | <b>59,100.00</b> | <b>94%</b>  |
| <b>62405 - Travel Expenses/Mileage</b>         | <b>398.17</b>    | <b>375.00</b>    | <b>1,192.83</b>  | <b>1,500.00</b>  | <b>80%</b>  |
| <b>62605 - Dues &amp; Subscriptions</b>        | <b>0.00</b>      | <b>375.00</b>    | <b>3,068.00</b>  | <b>1,500.00</b>  | <b>205%</b> |
| <b>62610 - Printing &amp; Reproduction</b>     | <b>2,867.47</b>  | <b>3,000.00</b>  | <b>20,312.05</b> | <b>22,000.00</b> | <b>92%</b>  |
| <b>62615 - Employee Development/Conference</b> | <b>65.00</b>     | <b>62.49</b>     | <b>1,068.66</b>  | <b>1,250.00</b>  | <b>85%</b>  |
| <b>62735 - Other Professional Services</b>     | <b>381.34</b>    | <b>500.01</b>    | <b>1,251.96</b>  | <b>2,000.00</b>  | <b>63%</b>  |
| <b>Total Services</b>                          | <b>26,521.38</b> | <b>16,802.80</b> | <b>86,960.63</b> | <b>95,850.00</b> | <b>91%</b>  |
| <b>Materials &amp; Supplies</b>                |                  |                  |                  |                  |             |
| 63106 - Merchandise - New Inventory            | 0.00             | 0.00             | 0.00             | 0.00             | 0%          |
| 63105 - Supplies                               | 0.00             | 249.99           | 365.55           | 1,000.00         | 37%         |
| <b>Total Materials &amp; Supplies</b>          | <b>0.00</b>      | <b>249.99</b>    | <b>365.55</b>    | <b>1,000.00</b>  | <b>37%</b>  |
| <b>65110 - Tourism Grants</b>                  |                  |                  |                  |                  |             |
| Capital Development                            | 0.00             | 0.00             | 7,500.00         | 10,000.00        | 75%         |
| Community Events & Projects                    | 3,825.00         | 0.00             | 15,975.00        | 21,000.00        | 76%         |
| Donations & Sponsorships                       | 0.00             | 0.00             | 350.00           | 300.00           | 117%        |
| <b>Total 65110 - Tourism Grants</b>            | <b>3,825.00</b>  | <b>0.00</b>      | <b>23,825.00</b> | <b>31,300.00</b> | <b>76%</b>  |
| <b>Indirect Expenses</b>                       |                  |                  |                  |                  |             |
| 65115 - Indirect Administration                | 973.45           | 825.00           | 2,424.95         | 3,300.00         | 73%         |
| <b>Total Indirect Expenses</b>                 | <b>973.45</b>    | <b>825.00</b>    | <b>2,424.95</b>  | <b>3,300.00</b>  | <b>73%</b>  |
| <b>62810 - Miscellaneous Service Expenses</b>  |                  |                  |                  |                  |             |
| PA Sales Tax                                   | 2.55             | 50.01            | 11.02            | 200.00           | 6%          |

Greene County Tourist Promotion Agency

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11/12/2019  
Accrual Basis

Greene County Tourist Promotion Agency  
Profit & Loss Budget vs. Actual  
July - September 2019

|  | July-Sept 19     | July-Sept Budget | YTD               | 2019 Budget       | % of Budget |
|--|------------------|------------------|-------------------|-------------------|-------------|
| PayPal Fees                                  | 0.00             | 0.00             | 0.00              | 0.00              | 0%          |
| Total 62810 - Miscellaneous Service Expenses | 2.55             | 50.01            | 11.02             | 200.00            | 6%          |
| <b>Total Expense</b>                         | <b>58,930.44</b> | <b>39,765.26</b> | <b>186,604.80</b> | <b>219,500.00</b> | <b>85%</b>  |
| <b>Net Ordinary Income</b>                   | <b>1,307.48</b>  | <b>11,634.73</b> | <b>(5,024.63)</b> | <b>0.00</b>       | <b>0%</b>   |
| <b>Other Income/Expense</b>                  |                  |                  |                   |                   |             |
| Other Expense                                |                  |                  |                   |                   |             |
| Balancing Adjustments                        | 0.00             | 0.00             | 0.00              | 0.00              | 0%          |
| Total Other Expense                          | 0.00             | 0.00             | 0.00              | 0.00              | 0%          |
| <b>Net Other Income</b>                      | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>       | <b>0.00</b>       | <b>0%</b>   |
| <b>Net Income</b>                            | <b>1,307.48</b>  | <b>11,634.73</b> | <b>(5,024.63)</b> | <b>0.00</b>       | <b>0%</b>   |



# Greene County Tourist Promotion Agency

12/13/2019

## Greene County Tourist Promotion Agency 2020 Proposed Budget

| Revenue                                | Account Number | Account Name                          | 2020 Proposed        |
|--|----------------|---------------------------------------|----------------------|
|  | 43110          | Hotel/Motel Tax                       | \$ 165,000.00        |
|  | 43115          | Charges for Service                   |                      |
|  |                | Visitor Guide Advertising Sales       | \$ 7,500.00          |
|  |                | Co-op Advertising Sales               | \$ 1,000.00          |
|  |                | Inventory Sales                       | \$ 750.00            |
|  |                | Partnership Dues                      | \$ 6,750.00          |
|  |                | Training, Tours, Copies & Shipping    | \$ -                 |
|  | 43205          | Interest Income                       | \$ 1,000.00          |
|  | 43310          | County Personnel Contribution         | \$ 55,199.71         |
| <b>TOTAL REVENUE</b>                   |                |                                       | <b>\$ 237,199.71</b> |
| Expenses                               | Account        | Account Name                          | 2020 Proposed        |
| Personnel                              | 61105          | Salaries & Wages                      | \$ 77,500.00         |
|  | 61205          | Medical Coverage                      | \$ 31,750.00         |
|  | 61210          | Workers Comp.                         | \$ 140.00            |
|  | 61215          | Unemployment Comp.                    | \$ 1,100.00          |
|  | 61221          | Social Security Tax                   | \$ 4,900.00          |
|  | 61222          | Medicare Tax                          | \$ 1,150.00          |
|  | 61225          | Life Insurance                        | \$ 200.00            |
|  | 61230          | Retirement                            | \$ 4,000.00          |
| <b>TOTAL PERSONNEL</b>                 |                |                                       | <b>\$ 120,740.00</b> |
| Services                               | 62205          | Local Service                         | \$ 1,200.00          |
|  | 62305          | Postage/Shipping                      | \$ 3,000.00          |
|  | 62310          | Advertising                           |                      |
|  |                | Print                                 | \$ 22,352.00         |
|  |                | Digital                               | \$ 11,920.00         |
|  |                | TV/Radio                              | \$ 1,740.00          |
|  |                | Promotional Materials                 | \$ 500.00            |
|  |                | Vendor/Display Fees                   | \$ 700.00            |
|  |                | Distribution Program                  | \$ 9,127.00          |
|  | 62405          | Travel Expenses/Mileage               | \$ 1,500.00          |
|  | 62605          | Dues & Subscriptions                  | \$ 3,300.00          |
|  | 62610          | Printing & Reproduction               | \$ 22,000.00         |
|  | 62615          | Employee Development/Conference Costs | \$ 1,250.00          |
|  | 62735          | Other Professional Services           | \$ 2,000.00          |
|  | 62740          | Partnership Meetings                  | \$ 1,500.00          |
|  | 62745          | Tour Expenses                         | \$ -                 |
| <b>TOTAL SERVICES</b>                  |                |                                       | <b>\$ 82,089.00</b>  |
| Materials & Supplies                   | 63105          | Supplies                              | \$ 500.00            |
|  | 63110          | Merchandise - New Inventory           | \$ -                 |
|  |                | Capital Outlay                        | \$ 3,500.00          |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b>  |                |                                       | <b>\$ 4,000.00</b>   |
| Grants & Sponsorships                  | 65110          | Tourism Grants                        |                      |
|  |                | Advertising & Promotion Grants        | \$ 16,500.00         |
|  |                | Capital Grant Projects                | \$ 10,000.00         |
|  |                | Sponsorships                          | \$ 350.00            |
| <b>TOTAL GRANTS &amp; SPONSORSHIPS</b> |                |                                       | <b>\$ 26,850.00</b>  |
| Indirect                               | 65115          | Indirect Administration               | \$ 3,300.00          |
| <b>TOTAL INDIRECT EXPENSES</b>         |                |                                       | <b>\$ 3,300.00</b>   |
| Miscellaneous                          | 62810          | Miscellaneous Service Expenses        | \$ -                 |
|  |                | PA Sales Tax                          | \$ 200.00            |
| <b>TOTAL MISC. SERVICE EXPENSES</b>    |                |                                       | <b>\$ 200.00</b>     |
| <b>TOTAL EXPENDITURES</b>              |                |                                       | <b>\$ 237,179.00</b> |
|  |                |                                       | \$ 20.71             |