

MINUTES APPROVED BY THE NWBPO 9/9/2021

## Combined Waukee/Northwest Band Parent Organization Meeting

August 5, 2021

Location: Waukee High School Commons

Minutes prepared by Michelle Kurtz (NWBPO secretary)

**\*\*MEETING RECORDED, ALL ATTENDEES MUST SIGN IN TO THE MEETING\*\***

ATTENDEES:

Jenn French	Michelle Kurtz	Janelle McGee
Carrie Sample	Eric French	Tiffany Allison
Suzanne Laird	Janice Burris	Valerie Fouts
Kelly Jackson	Stacie Tigges	Sharon Divingazzo
Laura Swanson	Shelly Hughes	Katie Wittmer
Lynette Kohtz	Randy Armentrout	Becky Lachenmaier
Chad Allison	Jill Herrera	Brad Leedom
Karen Hatch	Jeff Patterson	Brian Hughes
Nikki Snyder	Laurie Johnson	Julie Crawford
Laura McPike	Jason Berger	Beth Schulte
Kathy Bernreuter (?spelling)		

Agenda:

- Call to Order
- Minutes of the Previous Meeting
- Treasurer's Report
- Committee Reports
  - Equipment-RB BandAids
  - Fundraising
  - Concessions
  - Uniforms
  - Volunteers
  - Wolf WearHouse
  - Website/RevTrak
  - WMI
  - Winter Showcase
- Band Director's Report
- Old Business

- New Business
- GALA Discussion
- Volunteer Needs

#### Upcoming Dates

- |                             |        |
|-----------------------------|--------|
| • 8/9-8/13 Band Camp        | 12-9pm |
| • 8/16-8/20 Mini Band Camp  | 6-9pm  |
| • 8/17 Rose Parade Practice | 6-9pm  |
| • 8/19 Parent Preview       | 8:30pm |
| • 9/9 Joint BPO meeting     | 7pm    |
| • Adjourn                   |        |

**Meeting Notes** (meeting recorded)- joint and NW specific notes. Notes for WBPO recorded separately by the WBPO secretary

- **Call to Order** at 7:05pm by Shelly Hughes
- **Minutes of the Previous Meeting**-motion to approve Nikki Snyder (Carrie Sample), 2nd Sharon Divangazzo, approved.
- **Treasurer's Report**-motion to approve by Nikki Snyder (Carrie Sample), 2nd by Michelle Kurtz, approved. Valerie Fouts went over reports for both Waukee and NWBPO. Another payment will be made to Bob Rogers this month.
- **Committee Reports**
  - **Equipment-RB BandAids** Eric French working on the trailer for WHS Regiment. Working on trucks, props, carts for NW marching band season.
  - **Fundraising**-can shack clearing weekly, do 2x/week on Wednesday and Saturday. Hyvee cards discussed, \$20 cost/card, student will get \$16, BPO will receive \$4 (Hyvee donation on each card). Will start selling on 8/11, packaged in bundles of 5, optional sales event. Will be collecting student and parent contact information at time of pick up. Entertainment card sales will be online (unknown date). Papa Murphy's cards, same process as Hyvee cards. \$20 for card, \$15 for student, rest to Papa Murphy's. Butter braid money has been received, are more that need to be sold at Hyvee, question of future dates for student sales again at Hyvee.
  - **Concessions**-Becky Lachenmaier reported donuts have been donated for WMI. Pork has been ordered. Possibility of selling Echo Cookies (decorated for each band) at WMI.
  - **Uniforms**-Nikki reported short on carts for uniforms and need cart for color guard. Eric noted these are being worked on. Also, need additional 32 shoe bags. Nikki had question about how many busses would likely be used for trips and that volunteers will be needed for all trips and home games. Mr. Patterson estimated 4 busses (will defer to the NW directors for final numbers).
  - **Volunteer**-Lynette (from WHS) was able to get in to the old sign up genius account for the Waukee volunteers, this can also be used by NW for reference when creating future sign ups. NW will need to create own email for this purpose also.
  - **Wolf Wearhouse**-first order of Rose Parade merchandise was placed. Janice Burris and Kelly Jackson reported they have a place at the stadium to store merchandise for the games. During games, merchandise will be set up near the concession stand (and then returned to storage). Merchandise will also be sold at the Shuler open house from 4-5pm. Funding request for up to \$400 for metal shelving for clothes storage, folding tables, cash box, and plastic totes. Motion to approve this request by Nikki Snyder (Carrie Sample), 2nd by Laura Swanson. Approved.

- **Website/RevTrak**- Approx 40% of kids have paid the marching band fees on RevTrak. Parent Square is a new communication tool that is available for use. T-shirts and sweatshirts may eventually be available on the website (now on RevTrak). Will be sold at a higher cost on website.
- **WMI/state marching band contest**-will be Saturday 10/16/21 at WHS. All 16 band spots are full for WMI. WHS and NW will be exhibition bands at WMI, timing details TBD. Working on logistics of trailers, lights, fireworks, etc. Will require MANY volunteers.
- **Winter Showcase**-scheduled 3/5/22 at WHS. Discussions are underway exploring the possible creation of an Iowa "circuit" for events. This is currently in the information gathering phase.
- **Band Director's Report**-Mr. Patterson (WHS), very busy time of year. Things are going well at WHS. Kids are doing well.
- **Old Business**- none
- **New Business**-
- **GALA**- Event is Thursday 10/7/21. Shelly Hughes met with the facilities person at Holmes Murphy (donated the site for the event). Will hold about 160 people total with 12/table at 6 foot round tables and 24 at a "Harvest Table." Hyvee will likely donate food for a buffet. Students are not involved in the gala, this is for the community. Need help to get this event set up and be successful. Subcommittees still need members, large amount of help is needed to make this event a success. Need save the date emails. Need additional donors. Can sell tickets through the band parent websites. An auctioneer/MC is also needed. Will be a separate open house event earlier in the day at the WILC for parents and students to meet the Rose Parade President. City of Waukee planning to hang banners on Alice's Rd and Ashworth Rd to promote the Rose Parade. Would also like a reception for the city mayors, etc from the communities in the Waukee School District.
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- **Adjourn**-motion Nikki Snyder, 2nd Tiffany Allison, approved at 8:23pm.