

Northwest Band Parent Organization Meeting August 11, 2022  
Location: Northwest High School Band Room  
Minutes prepared by Michelle Kurtz, NWBPO secretary

APPROVED 9/8/2022

ATTENDEES:

Janice Burris	Michelle Kurtz	Kris Lachenmaier	Becky Lachemaier
Christiana Rau	Valerie Fouts	Tiffany Allison	Chad Allison
Stacie Tigges	Lisa Brandt	Nicole Opfer	Kelly Jackson
Mike Gabrielson	Katie Wittmer	Sharon Divingnzzo	Kathy Bernreuter

Agenda:

Call to Order  
Minutes of the Previous Meeting  
Treasurer's Report  
Committee Reports  
• Equipment  
• Fundraising  
• Concessions  
• Uniforms  
• Volunteers  
• Wolf WearHouse  
• Website/RevTrak  
• WMI  
Band Director's Report  
Old Business  
New Business  
    Volunteer sign ups-new format?  
    Budget Discussion  
Adjourn

Upcoming Dates

8/15-8/18 Post camp rehearsals (6-9pm)  
8/18 Royal Brigade parent preview 8pm  
8/23 First day of school-morning rehearsals begin  
8/26 Full Band Pictures  
8/26 Football vs Valley  
8/30 Weekly Color Guard and Percussion Rehearsals start  
9/2 Football vs Dowling  
9/10 Rehearsal/Clinic Day

## Meeting Notes

**Call to Order** at 7:02pm by Becky Lachenmaier

**Minutes of the Previous Meeting**-motion to approve, Chad Allison, 2nd Christiana Rau. Approved

**Treasurer's Report**- motion to approve, Katie Wittmer, 2nd Michelle Kurtz. Approved

## Committee Reports

**Equipment**- Chad Allison-building props, purchasing materials. Can't do anything for trucks until school starts. Will likely need 4 for each event.

**Fundraising**- Sharon Divingnzzo-can shack still going. WBPO did the Marco's fundraiser instead of NWBPO last week. Discussed other restaurant ideas-Lisa B. suggested Z-Mariks, Katie W. suggested Echo's cinnamon rolls, Christiana R. suggested Scornovacca's. Looking at vendors for band yard signs. Planning for butter braids in November. Mike Gabrielson from Totally Rolled Ice Cream food truck spoke about a potential fundraiser idea. He has brought the truck to other events at the school and partnered to provide 15% back to the organizations. Has done this with the athletic boosters for football games (and doing again this year for them). Talked about possibility of doing this for events we hold (potentially BOA event and WMI). For WMI would split with Waukee BPO. Will need further checking through Chad Freisleben to see if able to do this for BOA. Also need to see if this would be possible to do at WMI. Thank you to Mike for this potential opportunity.

**Concessions**- Becky L. met with Steve Coates (concession chair for WBPO). She is planning to meet with Stacy Walter soon. Becky said will need more food this year for WMI and will need food for the BOA event. Also said a vegetarian option may be good to have, not sure what type would be best.

**Uniforms**- fitted 88 students, only 4 left to fit. Gloves switched to black color this year. Want kids to bring shoes and put in shoe bags. Guard uniforms should be here soon.

**Volunteer**-see below under new business

**Wolf Wearhouse**-Kelly J., pop up sale will be held 8/13 from 10am-12pm at the stadium. Becky will post this information on ParentSquare and it is also on the website. This will be NW apparel, nothing band specific. Still do not have key for easy access to the storage area, can ask athletic director for access. Not doing sales online now with limitations to access and not many regular sales when it was posted in the past. May change in the future. Have volunteers signed up to help at games for merchandise sales.

**Website/RevTrak**- Kelly will put in the first band jacket and t-shirt order on Monday. Next order will be done in September. No new information on a band supporter sweatshirt. Nicole O. asked to have people let her know if there are things that should be added to the website. Can put reminders on there. Revtrak is "up and going." Michelle K. suggested having a picture of the jacket without the Rose Parade logo to avoid potential confusion. They will plan to update the picture when there is one available to photograph that does not have the logo on it. Will email the people that have ordered to clarify that the Rose Parade logo will not be on the jacket.. Someone suggested adding a drop down box for section options next year.

**WMI/state marching band contest**-no specific report. Jon R. and Callie (WBPO) are working together. Will need a lot of volunteers for this. Lynette is the volunteer coordinator for WBPO and Kathy B. is volunteer coordinator for NWBPO. These 4 people can work together to develop sign up for volunteer needs for this event. Would like to have this ready for people to sign up in September.

**Band Director's Report**- no report

**Old Business**- Becky purchased the pop up tent for trips with NWBPO funds

**New Business**-

Volunteer sign ups-new format? - Kathy Bernreuter discussed the sign up genius system is cumbersome. She has looked into a couple of different options that may be more

useful and easier to use/update. One of these is a free option where you would have one location to be able to sign up for volunteer opportunities. Can also get a "Point" app on people's phones and create an account to link to the NW band volunteer account. The other system is one that she uses at her work. This one costs \$32 per month (\$384/year). Includes way to make volunteer database and be able to get information about volunteer opportunities. Can also track volunteer hours, have events go on "forever" (ie can shack) to sign up months ahead of time, and have a dashboard of upcoming activities.

Stacie Tigges also mentioned there is a sign up function on ParentSquare that has been used for some school events. With discussion of this, thought it would likely require district involvement and would need to have a separate sign up for each event. Elected not to pursue that route with these potential limitations. Michelle Kurtz had concerns about the benefit vs cost of the paid program. Tiffany Allison suggested putting a separate tab on the website for volunteer opportunities.

Budget Discussion-people have expressed that we don't have a budget for the BPO and that this could potentially be helpful. The fiscal year is 7/1-6/30. Would like to progress to working towards a yearly budget.

**Adjourn**-motion by Becky Lachenmaier, 2nd by Nicole Opfer, approved 8:23pm

### **Upcoming dates**

8/1	Season kick off meeting/ice cream social
8/2-8/4	Pre-camp rehearsals (5-9pm)
8/8-8/12	Band Camp (12-9pm)
8/15-8/18	Post camp rehearsals (6-9pm)
8/18	Royal Brigade parent preview 8pm
8/23	First day of school-morning rehearsals begin