

Meeting notes approved 7/7/21

Northwest Band Parent Organization Meeting

June 10, 2021

Location: Waukee High School Commons

Minutes prepared by Michelle Kurtz (secretary) from the recording of meeting as well as notes taken at the meeting by Stacie Tigges

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

ATTENDEES:

Jenn French	Laura Swanson	Janelle McGee
Nikki Snyder	Eric French	Tiffany Allison
Jill Herrera	Chris Strohmaier	Valerie Fouts
Amy Burke	Chad Friesleben	Beth Schulte
Sharon Divingnzzo	Jon Rech	Katie Wittmer
Janice Burris	Stacie Tigges	Becky Lachenmaier
Chad Allison		

Agenda:

- Call to Order
- Minutes of the Previous Meeting-NWBPO Meeting Minutes
- Treasurer's Report
- Committee Reports
 - Equipment
 - Fundraising
 - Concessions
 - Uniforms
 - Volunteers
 - Wolf World ?
 - Website/RevTrak
 - WMI
 - Winter Showcase
- Band Director's Report
- Old Business
 - By-laws need to be voted on
- New Business
- Upcoming Dates
 - Kee Nutrition 6/13
 - Full band & guard rehearsal 6/14
 - Full band & guard rehearsal 6/21
 - Rose Parade Practice 6/24

- Full band & guard rehearsal 6/28
- NWBPO July Meeting 7/8
- Adjourn

Meeting Notes (meeting recorded)

- Call to Order at 7:02pm
- Minutes of the Previous Meeting-motion to approve Nikki Snyder, 2nd Katie Wittmer, approved.
- Treasurer's Report -May report, motion to approve by Jon Rech, 2nd by Chad Allison, approved. June report, motion to approve by Nikki Snyder, 2nd by Jon Rech, approved.
 - Valerie Fouts reported the stripe account has been set up. Post office box was renewed for 6 months. Sandy Landin will be making next payment to Bod Rogers Travel on 6/18/21. Revtrak is set up for NWHS, nothing on it yet. Rose Parade pmts can be made through either WHS or NWHS and will end up in the same account.
- Committee Reports
 - Equipment-Eric French reported ratchet straps were purchased at Harbor Freight. 2 "field trips" were taken to look at the Roosevelt band trailer to get ideas for the WHS trailer, NWHS trailer will be in the future. Sharon Divangazzo had question regarding the wrap and sign person wanting to do a bid, she will continue f/u of this with Mr. Patterson.
 - Fundraising-can shack students earning \$40-60/shift. Encouraging kids that need \$ to sign up for shifts.Repairs will be done this summer. Still waiting on check from Hyvee for Butterbraids. Hyvee sent to the district office, needs to go through central receiving, etc. Will be another opportunity on Saturday 6/19/21 from 10am-1pm, students earn \$15/hour long shift. Need to wear spirit/band attire and encourage customers to purchase. Kee Nutrition fundraiser on 6/13/21, students earn \$15/hour long shift. Opportunities for 6 kids/hour, currently 2-4 signed up. Want opportunity for all students to sign up for these before a student signs up for multiple shifts. Wahlburger's fundraiser-received \$150 check. May be able to do this again in the future. Discussion regarding the Papa Murphy's card possibly at the end of July. Discussion on how to collect money for this, how to do sales. No consensus yet on how to do this. School staff is "strongly discouraged" from handling any cash so we want to avoid any cash to directors. The venmo account was discussed to help with this. Discussion of kids taking orders and collecting money and then distributing cards, or students purchasing cards ahead of time and recuperating costs when they sell the cards. Also discussed the entertainment card sales, this would be online sales avoiding these complications. Discussion of these sales possibly starting sometime in July into August and possibly some overlap in the timing of the sales. Northwest signs and clings or decals are ready. Discussion on stickers and sizes that would be wanted. May want both small (ex for water bottles) and larger for other uses. Also need new sign on can shack, will be combination of WHS and NWHS. Laura Swanson also had question on community members donating to an individual account. Subsequent to this meeting time, clarification that donations to individual student accounts are NOT tax deductible. If the donation was to the general BPO fund it could be tax deductible. At the end of the meeting, Sharon also mentioned that she got a call from a person with several boxes of empty bottles/cans that can be donated if someone will pick them up. She is planning to send out a request for someone with a pickup truck to assist with this and their child will get part of the funds from that volunteer effort.
 - Concessions-Becky Lachenmaier reached out to vendors for WMI, reserved concession stands for this. Has also reached out to Hyvee and let them know we will be having requests in the future.
 - Uniforms-Nikki Snyder-6/24/21 will be used shoe sale prior to the Rose Parade practice. On 6/14/21, they are helping WHS with their uniforms. She contacted the NW principal, will not be able to get into the new space yet at NW. Will need to purchase bins for organization. Katie Wittmer-planning to update first aid bags. Would appreciate back pack donation if someone has one they would like to donate. Volunteers will be needed to help with the uniform fittings and games/events,

etc. The 10 current uniform carts will likely be split between the 2 schools. Will still need shako storage. The new uniforms will arrive sometime between next week and mid-August. They will first be needed on 9/11/21. Chad Allison also mentioned will need a name for the volunteer road groups...Royal Roadies, Brigade Band-aids...no name decided tonight.

- **Volunteer**-looking for original information binder, Jenn French is helping to find this. Sign up geniuses will be set up when needed.
- **Wolf World**-Janice Burris, need to decide name which will need to get district approval. Some consensus on Wolf Warehouse. Pop up sale went well. Working on planning and ordering items to be ready for football games. Also working on Rose Parade apparel. Suggestion of selling band items at open houses for elementary schools, middle, 8/9 schools. Can involve the at large reps in this.
- **Website/RevTrak**-Janelle McGee-RevTrak should be set up and ready to go by the end of the week. Apparel sales are ready to get added to the website when this can be done.
- **WMI/state marching band contest**-will be Saturday 10/16/21 at WHS. Will be a lot of new parents involved. Will create detailed information about volunteer positions. All 16 band spots are full for WMI. WHS and NW will be exhibition bands at WMI, timing details TBD. The event will be "packed" with spectators.
- **Winter Showcase**-scheduled 3/5/22 at WHS. No update. Jenn French explained this event involves color guards and indoor percussion groups.
- **Band Director's Report**-Chad Friesleben-worked with the Prairieview 9th graders towards the end of last school year 5 times during the school day. Times were limited due to their band being split in sections throughout the school day (due to covid precautions). Worked with the new marchers and leadership team Thursday after school and whole band on that Friday. On Monday, Alan from Group Dynamics worked with the leadership team and later in the day, the entire band and had a good experience. The first half of the show is complete and the kids will be getting this soon. Chris Strohmaier-schedule for the year has been finalized and sent out. As discussed previously, the 2 high schools will not compete against each other in show choir or band for at least the upcoming school year. NW marching band competitions will include Omaha, BOA regional in Cedar Falls, and Urbandale as well as state competition. We will be an exhibition band for WMI. The leadership team consists of 24 students and has been a good group to work with. The new marchers have been very enthusiastic and having a good year. It is not yet known when the band rooms will be available for the band to use. The Rose Parade president and his wife will fly into Des Moines on Wednesday 10/6/21. On 10/7/21 there will likely be some type of dinner/fundraiser events. Details on this have not been released, Sharon questioned use of the APEX building for this. It has not been determined at this time, no details available. They will attend both football games on Friday 10/8/21 (one at pre-game, one at half-time) and will fly home on 10/9/21. No details available yet on event coordination with the city.
- **Old Business**-Motion to approve by-laws for the NWBPO by Chad Allison, 2nd by Nikki Snyder. Procedures were discussed. Motion approved.
- **New Business**-Jenn French noted that there will likely be extensive costs for guard uniforms and silks/equipment. The district does NOT cover these costs. Will be further discussion on this next month (or possibly emails to board members prior to that time). She also discussed that some students may be requesting funding for attending things such as national events for bands. A person questioned how this worked for the 2 schools with the funds being together. Jenn French said for those purposes there are rough ideas of how money will be split following the Rose Parade and those types of things will be accounted for in the split. Chris Strohmaier presented request for the Ultimate Drill Book (UDB) app that they would like to use for marching band. This is an app that costs \$10/device for a 12 month subscription. Total cost would be approx \$1360 (+tax?, may be included in the \$10) for 136 subscriptions. Request made for these funds. The district does not support this as they are on students individual devices (phones). Donated phones will be made available for kids that don't have access to a device). Someone mentioned that this cost is included on RevTrak as part of the

“donation” to help recover some of these fees. This will all be looked into further and voted on next month.

- **Upcoming Dates**

- Kee Nutrition 6/13
- Full band & guard rehearsal 6/14
- Full band & guard rehearsal 6/21
- Rose Parade Practice 6/24
- Full band & guard rehearsal 6/28
- NWBPO July Meeting 7/8

- **Adjourn**—motion Nikki Snyder, 2nd Sharon Divingnzzo, approved at 8:30pm.