

Northwest Band Parent Organization Meeting 6/1/2023
Location: Northwest High School Band Room
Minutes prepared by Kerry Bosworth, NWBPO Secretary

Attendees:

Andrea Webb	Christiana Rau	LuCinda Beltman	Anastasia Vogelaar
Michelle Gilbert	Chad Allison	Tiffany Allison	Nicole Opfer
Sharon Divingnzzo	Kelli Davis	Kelsey Knowles	
Chad Friesleben	Janice Burris	Kerry Bosworth	
Amy Rech	Kris Lachenmaier	Becky Lachenmaier	

Agenda:

Call to Order

Approval of May Meeting Minutes

Approval of Treasurer's Report for May 2023 – defer until July meeting

Committee Reports

- Equipment
- Fundraising
- Concessions
- Uniforms
- Guard Liaison
- Volunteers
- Wolf WearHouse
- Website/RevTrak
- Events (WMI, BOA, Blue Note)

Old Business

New Business

Proposed budget for July 1, 2023-June 30, 2024

Band Directors' Report

Adjourn

Upcoming Dates:

May 31 – June 2 New Marchers Camp
June 2-4 Color Guard Camp
June 5, 12 & 19 Spring Rehearsals and Uniform Fittings
June 26 Spring Rehearsal – Full Ensemble
July 13 July NWBPO Meeting
July 31 Band season kick-off/ice cream social

Meeting Notes

Call to Order at 7:00pm by Becky Lachenmaier.

Minutes of 5/11 Meeting – Motion to approve by Kelli Davis, 2nd by Kelsey Knowles. Approved.

Treasurer's Report – Will defer approval of May & June reports until July meeting as we are just at end of the month. Kelsey is exploring a legal review of non-profit status/guidelines.

Committee Reports:

Equipment – Chad is still working through maintenance items – contact him with any items that need fixing. Looking for new wheels for drum major cabinet & speaker carts.

Fundraising – Sharon Divingnzzo reported that the Can Shack is going well. Implemented a limit of one shift per student per month with June sign up. New fundraising event – Papa Johns – waiting to hear how May went, next date is June 21. Totally Rolled Ice Cream confirmed for WMI & BOA. Potential concern with space @ Waukee stadium for WMI. Considering adding a food stand by middle school with healthy snacks/drinks since this is closer to where the bands warm up. Will have special fundraising meeting this summer to plan more opportunities. Suggestion to look into Kinship fundraising opportunity.

Concessions – Becky still working out details with athletic boosters to figure out arrangement to use concessions.

Uniforms – Upcoming fitting sessions June 5, 12 & 19. May need help wiping out shakos & spraying shoes.

Guard Liaison – Choreo clinic June 2-4, will be measuring for costumes. Planning to provide lunch on Saturday. Planning to use pink flags for pink out games in fall.

Volunteers – Becky will get Amy access to Sign-Up Genius, volunteer email & Parent Square accounts. Working on getting volunteer sign ups out for band camp & ice cream social.

Wolf WearHouse – Working with Westwood Embroidery to add new selections. Planning not to use RevTrak – looking at a new vendor that will be easier process. Planning to start orders in July.

Website/RevTrak – Nicole working on updating list for band supplies on Revtrak. Stickers & signs will be sold through website vs. Revtrak. Planning to create a formalized request letter to families showing what total cost will be to participate in marching band & ask for donations. Also still looking into adding a “donate now” button on website.

WMI – District will coordinate large equipment set up & take down. Confirmed fireworks are allowed in Waukee stadium again per Kurt Johnson. Planning to announce more details & solicit volunteers at parent preview & ice cream social. Looking for anyone that could lend a 10-12 ft. trailer and/or a tractor that can pull that size trailer. Becky will post plea on FB. No game the night before so more time for set up.

BOA – No game night before so more time for set up. Considering asking for snack donations for our kids – may not have much time to leave between prelim & final and stadium closed. Could set up food area in school for our kids. Should add more water stations for our volunteers. Discussed whether to charge for parking – entry ticket price already a lot & not many options for street parking close.

Blue Note – no update

Old Business – none

New Business – Discussed proposed budget for July 1, 2023 – June 30, 2024. District pays for contracted staff, electronics, required equipment & some clinicians. Becky shared concern regarding BPO paying for clinicians – district should pay for this. District funds are limited so don't see this changing. Tiffany requested adding \$500 for first aid & other supplies. Christiana requested ordering t-shirts for guard to wear during pregame so they don't have to have their full uniform on until the halftime show. Becky shared we do have some available funds so suggested we reach out to Prairieview & the elementaries to see if they need to purchase any equipment/instruments. Ask of each committee – bring list of volunteer needs to July meeting.

Band Directors Report – Jazz band and Wind Symphony results announced. Adding a 3rd jazz band – plan is that Strohmaier & Friesleben will share direction of added band. May end up combining back to two as season progresses – will see how it goes. Leadership team training with Alan Feier went well and new marcher camp this week. Chad shared that the leadership team is doing a great job. Will have prop meeting soon to discuss plan. Putting together plan for structure for the ice cream social program agenda – really want to strongly convey need for volunteers – maybe some board members could speak about their experience & how many volunteers really are needed to pull off our big events. Looking to start planning volunteers & snacks for band camp. Per Becky – BPO will provide snacks vs. asking for donations this year.

Adjourn – Motion to adjourn at ~8:15pm by Christiana Rau, 2nd by Amy Rech.

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June 5, 12 & 19	Spring Rehearsals and Uniform Fittings

June 26

Spring Rehearsal – Full Ensemble

July 13

July NWBPO Meeting

July 31

Bank season kick-off/ice cream social