

Meeting Minutes

Committee Name:	Waukee Band Parents Organization
Date of Meeting:	August 3, 2023
Location:	Waukee High School Band Room
Minutes Prepared By:	Stacy Pearce, Secretary

1. ATTENDANCE AT MEETING

Stacy Pearce	Karen Hatch	Tadd Hatch	Rishi Kolu
Sandy Landin	Bill Mabu	Callie Mills	Sheri Steger
Laura McPike	James Mohammed	Lynette Kohtz	Steve Kohtz
Kylene Blanchard	Jon Koch	Teresa Koch	Tianshu Zheng

2. MEETING AGENDA

Waukee Band Parent Organization

August 3, 2023

7:00 PM

Waukee High School Band Room

1. Call to order
2. Minutes of previous meeting
3. Treasurer's Report
4. Director's Report
5. Hotspots – The district has determined that non-district people using the hotspots is not permitted due to security reasons. How will we handle internet needs for football games and WMI? (Tadd)
6. Cost of required items and payments by students/district/WBPO (Tadd)
7. Committee Reports
 - a. Equipment
 - b. Fundraising
 - c. Concessions
 - d. Uniforms
 - e. Volunteers
 - f. Warrior World
 - g. Website/RevTrak
 - h. WMI
 - i. Winter Showcase
8. Old Business
 - a. Concessions with Athletic Boosters
9. New Business
10. Adjourn

3. MEETING NOTES, DECISIONS, ISSUES

1. Meeting was called to order at 7:01 PM by Tadd Hatch
2. Meeting Minutes:
 - Motion to approve June 2023 meeting minutes by Jon Koch, Teresa Koch 2nd.
3. Treasurer's Report:
 - Can shack is going well but NW students are participating more than Waukee students, Laura McPike is working on ongoing Parent Square issues.
 - RevTrac deposits are trickling in.
 - Discussion on possible new CD rates. Interest payments have been good on the previous 8mo term, but the term could be increased. Current maturity date is 8/19, Sandy Landin will check what rates will be available going forward. Further discussion to come on possible investment policy.
 - July report is labeled Preliminary due to student fundraising accounts of Class of 23 graduates' balances that will either roll to siblings or, if there is no sibling, will be absorbed by us into the general fund. Directors will check each account for possible siblings coming in.
 - Motion to approve June and July treasurer's reports by Bill Mabuice, Karen Hatch 2nd.
4. Directors' Reports
 - Mr. Kolusu
 - Great pre-camp, drill is on the field.
 - Thanks to Jon Koch for helping bring the tarp from Omaha.
 - Possible tarp practice-unrolling to be scheduled (not Sunday due to rain), would be good for potential volunteers to see so they know how to unroll it as it is very heavy.
 - Saturday 8/12–DCI finals watch-party held in the band room from 6-10pm. Kids can bring blankets/bean bags and snacks.
 - Monday 8/21–Parent Preview, in conjunction with open house.
 - Friday 8/25–first football game.
 - Jazz One rehearsals will be scheduled and begin once school starts.
 - Mr. Patterson
 - Bond referendum has been announced. Proposal includes a new auditorium and remodeling of choir/band rooms, scene shop, and current auditorium. Potential fall of 2026 opening. A theater arts space at South Middle has also been proposed. Brian and Shelly Huges asked to have a table at Parent Preview with the petition. District employees are not allowed to urge others to or to sign themselves. All other registered voters who live in the district—including students who are eligible to vote this year—can. Tadd Hatch will be at the table to share details. Need 3000 signatures by Labor Day weekend.
 - Great first week of camp.
 - Discussion of MN trip. Buses now have to be booked by the District, they will pay the cost of Yellow buses, and we will pay the difference for charters. 2 buses have been requested. Ongoing discussion of how to fit students and chaperones. Tadd Hatch mentioned if an individual drives we could rent a van and pay rental insurance. Will watch numbers to determine if that will be needed.
5. Hot Spots:
 - Karen Hatch shared that the District hot spot policy has been updated to say no non-school owned devices can connect to school owned hotspots. Can find ways to work around for Warrior World, but it is a bigger issue for WMI and State as they are needed all day. Options discussed include rental vs purchase, or sharing with Athletics Dept. Tadd will meet with athletics and go from there.
6. Cost of Required Items/Student Payments:

- RevTrak includes a choice for used items that will remain school property and need to be turned in each year. Discussion on how to manage used item “check-outs” so that it stays fair and things actually get turned back in. Kylene Blanchard will add a list to the uniform spreadsheet, and will coordinate with Karen Hatch on a list from RevTrak as to who is choosing used items there. Mr. Patterson will meet with Mr. Boyle to further discuss how items should be paid for. All orders will be placed on August 11th.

7. Committee Reports

- Equipment - Jon and Teresa Koch
 - Brought in a prototype of the rolling platform that will be the ships.
 - 5 are needed, asking for help with build in the next week.
 - Jon and Teresa will send requests for specific times and equipment needed, place to be determined based on availability of power and stadium construction being done.
 - Trailer is still full of steel but can't be moved until stadium concrete work is finished.
 - Can use quite a bit of plywood from last year.
 - Bill will inspect the trailer.
- Fundraising - Laura McPike
 - Can Shack is packed.
 - Still having issues with sign ups and Parent Square. SignUp Genius has changed free accounts. Cost of a paid account is \$9-12/ mo.
 - Tadd proposed we pay for a SignUp Genius account. Motion by Kylene Blanchard to pay for a SignUp Genius account, Bill Mabuice 2nd. Motion approved.
- Concessions - Steve Kohtz - no report
- Uniforms - Kylene Blanchard
 - Fittings going smoother than last year.
 - Anyone not fitted this week will be done during the 6-9pm band camp week.
- Volunteers - Sheri Steger
 - Guard often sends out its own call for volunteers for football games because they need very specific things done and in place apart from the rest.
 - Prop equipment movers numbers will be communicated when known.
- Warrior World- Bill Mabuice
 - Trailer paint looks great, touch-ups still needed.
 - Clothing order will need to be moved into the trailer but will depend on construction, possibly another week.
- Website/RevTrak–Karen Hatch
 - Additional apparel is out on RevTrak, order will be placed later in August.
 - Yard sign and decal prices will be obtained by Laura McPike and/or Sandy Landin first and then Karen will add to RevTrak.
 - Discussion about Facebook accounts. Callie Mills asked if we can combine the two accounts that we currently have and update. Mr. Kolusu manages the Warrior Regiment page. Karen will look into making one account for the BPO.
- WMI - Cali Mills
 - 12 bands committed so far, 16 max.
 - Working on getting trailers.
 - Fireworks will be inside the stadium again this year, anticipated price is \$1300-1500.
 - Fliers will be handed out at Parent Preview with information about WMI.
 - Program ads will be looked into, as well as a digital program QR code.
 - Mr. Kolusu has reached out to announcer Dave Campbell, and Callie will reach out to Kurt Sunderman.

- Winter Showcase - Karen Hatch - no report

8. Old Business:

Ongoing discussion with athletic boosters on concessions, nothing new to report.

9. New Business:

- Mr. Kolusu requested \$600 for mallets and sticks, and \$650 for Color Guard uniforms. Motion to pay for those items, pursuant to the district not paying for those items, by Jon Koch, 2nd by Karen Hatch. Motion approved.
- Karen Hatch opened discussion with Directors as to anything they need at the Parent Preview. If anyone has a desire to speak you are welcome to, or email Tadd Hatch with requests. Callie Mills suggested having past show shirts and pictures of the band-specific apparel on the table or other things to sell from past seasons, and we will have a QR code to order current items as well. Sandy Landin and Kylee Blanchard will put together past items that can be sold for \$5/each.
- Sandy Landin mentioned that all the snacks that parents were asked for were donated. A few things will still be provided, but asking for parent donations saved us approximately \$400.

10. Adjourned at 8:35 pm. Motion by Teresa Koch, Karen Hatch 2nd. Motion approved.