

# Meeting Minutes

Committee Name:	Waukee Band Parents Organization
Date of Meeting:	January 4, 2024
Location:	Waukee High School Band Room
Minutes Prepared By:	Stacy Pearce, Secretary

## 1. ATTENDANCE AT MEETING

Stacy Pearce	Karen Hatch	Jason Gulliford	
Tadd Hatch	Steve Kohtz	Teresa Koch	
Laura McPike	Rishi Kolusu		
Kylene Blanchard	Jeff Patterson		
Kevin Chaloupecky	Heidi Gulliford		

## 2. MEETING AGENDA

### **Waukee Band Parent Organization**

January 4, 2024

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
  - a. Jazz Clinic Planning
  - b. Debrief on Midwest Conference
5. Review of 2024-2025 Open Board Seats (Tadd)
6. Fundraising Quilt (Cali, Karen, Laura)
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. Middle School Stickers
  - b. Wes Williams (student at Waukee High School) Eagle Scout Project for improvements to the trailer.
9. New Business
10. Adjourn

# Waukee Band Parent Org Board 2023-2024

Red are positions open for 2024-2025

Position	Last Name	First Name
President	Hatch	Tadd
Vice President	McPike	Laura
Secretary	Pearce	Stacy
Treasurer	Landin	Sandy
Concessions	Steve	Kohtz
Fundraising	McPike	Laura
Uniforms	Blanchard	Kylene
	Kohtz	Lynette
Volunteer Coordinator	Steger	Sheri
Website/Revtrak	Hatch	Karen
Warrior World	Mabuce	Bill
WMI	Mills	Callie
Winter Showcase	Hatch	Karen
Equipment	Koch	Teresa
Equipment	Koch	Jon
At Large Rep	Mohammed	James
At Large Rep	Chaloupecky	Kevin
Director	Patterson	Jeff
Asst Director	Kolusu	Rishi

### 3. MEETING NOTES, DECISIONS, ISSUES

1. Meeting called to order at 7:01 PM by Tadd Hatch
2. Meeting Minutes:
  - Motion to approve December 2023 meeting minutes by Kylene Blanchard, Kevin Chaloupecky 2<sup>nd</sup>.
3. Treasurer's Report:
  - Motion to approve the December 2023 treasurer's report by Teresa Koch, Karen Hatch 2<sup>nd</sup>.
4. Directors' Reports
  - Mr. Kolusu
    - Great December for Waukee bands
    - Several students chosen for SCIBA Honor Band
    - Jazz One placed 5th at SCIBA Jazz Festival
    - 97 students currently signed up for next year band
    - Of 44 9th graders, we are only losing 7
    - Mr. Kolusu has accepted the position to replace Mr. Patterson when he retires. Applications are being accepted currently for Mr. Kolusu's open position.
    - Jazz Clinic on 1/27 for grades 7-12 will be slightly different this year. 3 parts, first will be specific instruments, 2nd tiered improv, 3rd will be ensemble. Help will be needed to move equipment during transitions and there will be Sign-Ups for food. Mr. Kolusu will coordinate with Sheri Steger to create the Sign-Ups that will be needed.
    - Upcoming:
      - Perry Band Olympics
      - Jazz clinic on 1/27
      - Jazz One at Noce 1/31—check the Noce website for tickets!!
      - February concert 2/12
  - Mr. Patterson
    - New McDonalds on Grand Prairie Pkwy is going to donate \$1000 to the band.
5. Review of 2024-2025 Open Board Seats (Tadd)
  - Discussion about the need to appoint new Board Members to fill seats that will be opening soon. List is attached above. There is need for a Nominating Committee composed of 3 Board Members and a Director. Give any potential names to Tadd. Slate will be presented in April and they will start the new Board year in May.
6. Fundraising Quilt (Cali, Karen, Laura)
  - Cali and Karen are making a quilt to raffle the night of the February concert. Laura will organize the ticket sales ahead of the concert and will take care of getting the licensing for the raffle. \$400 was made last year. Will need several laptops the night of the concert to use to sell tickets, if you have one, bring it.
7. Committee Reports:
  - Equipment - Teresa Koch
    - Jon has been fixing various odds and ends. Nothing else to report.
  - Fundraising - Laura McPike
    - Still waiting to hear about money raised at the Living History Farms drive-through light display.
    - Discussion about Butter Braids/Bundt Cakes. In the past Bundt Cakes were sold at Mother's Day. Laura asked if we should still continue to sell both and/or change the timing of the sales. Consensus was to keep selling both and keep the Bundts at Mother's Day and sell the Braids later in the fall.

- Can shack donations are booming. There are ebbs and flows in donations, and though they were down last month they are much better and things will even out. Everyone who signs up needs to remember to include their phone number so that if there is any need to communicate changes Laura can reach them.
- Concessions - Steve Kohtz
  - Winter Guard 3/23
- Uniforms - Kylene Blanchard - No report
- Volunteers - Sheri Steger - No report
- Warrior World- Bill Mabuice - No report
- Website/RevTrak - Karen Hatch - No report
- WMI - Cali Mills - No report
- Winter Showcase - Karen Hatch - No report

8. Old business:

- Stickers for middle school retention—Karen Hatch got a cost of \$5.25 for a sheet of 8 stickers. 450 stickers have been requested by middle school directors. Further discussion about who to give them to—do we need to give them to 5th graders if many of them do not continue in band? Suggestions include to only give them to students who sign up for 6th grade, possibly waiting to find out retention numbers and going from there. Tadd suggested giving them what they have asked for this year and then checking numbers so we can adjust for next. Other options include handing them out at the open house night in the fall or purchasing fewer sheets. It was decided it would be a good idea to have extra on hand.  
Motion to approve purchase of 100 sheets at \$5.25 each for a total of \$525 by Kevin Chaloupecky, 2<sup>nd</sup> by Karen Hatch. Motion approved.
- Still waiting to hear more on Wes Williams Scout project.
- Ongoing discussion about planning a budget and voting on it at the start of the board year. It would help with last-minute funding requests, but having a conversation about each request and purchase makes it feel more involved. Mr. Patterson—we are currently evolving and more discussion can be had.

9. New Business:

- Senior banners—Directors explained that the Activities Dept. stated they will no longer pay for senior banners as of this year. Price is \$896, banners are \$30 each. Discussion about asking for donations. Mr. Patterson expressed that because it is honoring the seniors the BPO should pay for them, and it was agreed.  
Motion to approve \$896 to pay for 2024 senior banners by Laura McPike, Kevin Chaloupecky 2<sup>nd</sup>. Motion approved.

10. Motion to adjourn at 7:52 PM by Kevin Chaloupecky, Laura McPike 2<sup>nd</sup>. Motion approved.