

Meeting Minutes

Committee Name:	Waukee Band Parents Organization
Date of Meeting:	March 7, 2024
Location:	Waukee High School Band Room
Minutes Prepared By:	Stacy Pearce, Secretary

1. ATTENDANCE AT MEETING

Stacy Pearce	Karen Hatch	Sheri Steger	Noel Martinez
Tadd Hatch	Jon Koch	Teresa Koch	James Muhammad
Laura McPike	Rishi Kolusu	Sandy Landin	Steve Kohtz
Kylene Blanchard	Philip Blanchard	Bill Mabuice	Lynette Kohtz
Jason Gilliford	Heidi Gulliford	Thinh Nguyen	Stephanie Gerleman
Trisha Divig			

2. MEETING AGENDA

Waukee Band Parent Organization

March 7, 2024

7:00 PM

Waukee High School Band Room

1. Call to Order
2. Minutes of previous meeting
3. Treasurer's Report
4. ACTION ITEM: \$100 for vocalist to provide samples for our 2024 marching band program (Mr. Kolusu)
5. ACTION ITEM: \$234 x 12 (\$2,808) for 12 costumes from Creative Costuming, pending response from Mr. Boyle on what the school will cover. (Mr. Kolusu)
6. ACTION ITEM: Hotel room for jazz clinic clinicians. Requesting approval to offer to provide that to 2 of the clinicians. Does not need approval for payment yet (Mr. Kolusu)
7. Director's Report
 - a. New Third Stream Quartet
 - b. Fall Marching Props
8. Formation of nominating committee (Tadd)
9. New Board members and empty board seats. See attached (Tadd)
10. Committee Reports
 - a. Equipment
 - b. Fundraising
 - c. Concessions
 - d. Uniforms
 - e. Volunteers
 - f. Warrior World
 - g. Website/RevTrak
 - h. WMI
 - i. Winter Showcase
11. Old Business
 - a. Wes Williams (student at Waukee High School) Eagle Scout Project for improvements to the trailer.
12. New Business
13. Adjourn

Waukee Band Parent Org Board 2024/2025

Position	Last Name	First Name	24-25 Candidate(s)
President	Hatch	Tadd	Steve Kohtz
Vice President	McPike	Laura	James Mohammed
Secretary	Pearce	Stacy	Stacy Pearce
Treasurer	Landin	Sandy	
Concessions	Steve	Kohtz	
Fundraising	McPike	Laura	
Uniforms	Blanchard	Kylene	Kylene Blanchard
	Kohtz	Lynette	Lynette Kohtz
Volunteer Coordinator	Steger	Sheri	Sheri Steger
Website/Revtrak	Hatch	Karen	
Warrior World	Mabuce	Bill	Bill Mabuce
WMI	Mills	Callie	
Winter Showcase	Hatch	Karen	
Equipment	Koch	Teresa	Teresa Koch
Equipment	Koch	Jon	Jon Koch
At Large Rep			
At Large Rep	Chaloupecky	Kevin	
At Large Rep			
At Large Rep			

3. MEETING NOTES, DECISIONS, ISSUES

1. Meeting called to order at 7:02 PM by Tadd Hatch
2. Meeting Minutes:
 - Motion to approve February 2024 meeting minutes by Kylene Blanchard, Karen Hatch 2nd.
3. Treasurer's Report:
 - Can shack disbursement was larger because it consists of multiple months of the split with NW.
 - Motion to approve the January 2024 treasurer's report by Jon Koch, Laura McPike 2nd.
4. ACTION ITEM: \$100 for vocalist to provide samples for our 2024 marching band program (Mr. Kolusu)
 - Motion to approve \$100 for yet-to-be-named vocalist by Bill Mabuice, Kylene Blanchard 2nd.
5. ACTION ITEM: \$234 x 12 (\$2,808) for 12 costumes from Creative Costuming, pending response from Mr. Boyle on what the school will cover. (Mr. Kolusu)
 - Color Guard costumes must be ordered minimum of 12. Mr. Kolusu is confident that we won't need more than 12 but the number can be adjusted higher, and the price may be slightly higher if any fees are included, so he would like the motion to be up to \$3000.
 - Discussion about what we will pay for and what will be paid by the Activities Department. Mr. Boyle is willing to have Activities Dept. pay for the props if we pay for the costumes, and Tadd believes that is a good compromise as props costs will likely be similar to costumes.
 - Further clarification about how we can manage used materials at the end of a season. Iowa has laws that make it very difficult and/or prevent us from selling anything that we have purchased to be used for a school function, so used props/costumes are stored for now. We buy and then donate to the school, so can not then sell for a profit. We can purchase used items from other states that do not have similar laws.
 - Motion to approve \$234 x 12 costumes, possibly up to \$3000, by Bill Mabuice, Steve Kohtz 2nd.
6. ACTION ITEM: Hotel room for jazz clinic clinicians. Requesting approval to offer to provide that to 2 of the clinicians. Does not need approval for payment yet (Mr. Kolusu)
 - Discussion as to whether WBPO would approve providing hotel rooms for clinicians coming from a distance to attend next year's jazz clinic scheduled for 1/24/25. WBPO is in agreement that those rooms will be provided if needed. Cost approval will follow later.
7. Director's Report:
 - Mr. Kolusu
 - Jazz One placed 1st at Hoover and 3rd at NW.
 - 1 student submitted an audition for All-State jazz band.
 - District has hired 3 new music department staff members, including a new Assistant Director, Drake Van Roekel.
 - Leadership applications are due, drum majors will be selected after spring break.
 - Marching band show announcement coming at the end of March.
 - There are 6 chaperones signed up for the Orlando trip. Mr. Kolusu would like at least 10 non-director adults so that each adult can be assigned a small group of students. Discussion about parents meeting the band in Orlando. Mr. Kolusu will have more information in the future about how parents can help if they are meeting the band vs. riding the bus.
 - The calendar for 24-25 is almost ready.
 - 9th grade families are opting in to Parent Square as soon as they join, and will be added so that they can see all the updates right away. It was mentioned that 9th grade parents are not getting the information, and so don't know about the opportunities that are available. Also discussed using the At-Large board position to do better outreach in the future.
 - Props discussion, considering the purchase of 7 scaffoldings from a school in GA.

- Upcoming:
 - Paul Brisse clinics on 4/2 and 4/5
 - Winter Showcase 4/23
 - Mattress sale 4/27
 - Band Awards 5/7 at **7:30–NOTE TIME CHANGE**

8. ACTION ITEM: \$300 for Paul Brisse Clinic

- Motion to approve \$300 for Paul Brisse Clinic by Laura McPike, 2nd Sandy Landin.

9. Formation of nominating committee (Tadd)

- Term for new board members begins in May. Nominating committee to consist of:
 - Kylene Blanchard
 - Teresa Koch
 - Karen Hatch

10. Committee Reports:

- Equipment - Jon Koch
 - Question on how to pay for anything related to props. Will need to coordinate with Mr. Boyle if Activities Department takes on props costs, more discussion to come.
- Fundraising - Laura McPike
 - Upcoming fundraising opportunities:
 - Can shack-75% of proceeds is split equally between students, 25% is split between us and NW.
 - Mattress sale-Kids will get money in their accounts if their name is mentioned at the time of the sale, so students should write their names on the flyers or make sure their name is mentioned. Students get \$25/referral and the top seller also gets a bonus.
 - Bundlet sale-starting 4-5, for delivery in time for Mother's Day. Students earn \$1.50/cake sold. Also discussed that they could be marketed for sale for graduation parties.
 - Quilt raffle raised \$505.
 - Questions asked about how to learn a student's account balance, parents can ask Sandy Landin or the Directors. If you want a balance applied, email Treasurer.
- Concessions - Steve Kohtz
 - Winter Showcase on 4/23 is the last concession for the year.
 - Expecting to feed about 900.
 - 25 lbs of meat was purchased from the show choir from the canceled event.
- Uniforms - Kylene Blanchard - No report
- Volunteers - Sheri Steger
 - Need a sign-up for Winter Showcase.
 - Next up will be New Marching Camp.
- Warrior World- Bill Mabuice
 - Still working on inventory.
- Website/RevTrak - Karen Hatch
 - Karen has made some updates.
- WMI - Cali Mills - No report.
- Winter Showcase - Karen Hatch
 - Set up the evening of 4/22. Push for students to help to earn silver cord hours.
 - March 23, 2024, beginning at 10:30-8pm, doors will open at 9am.
 - 41 individual and small groups, 18 guard and 4 percussion groups performing.
 - \$15 admission.
 - Not selling silks this year.

11. Old business:

- Wes Williams Scout project has been approved by Scout Master, still waiting for council approval..

12. New Business:

- No one signed up yet for Color Guard clinic so may not happen. At-Large could push that next year.

13. Motion to adjourn at 8:25 PM by Karen Hatch, Laura McPike 2nd. Motion approved.