

Meeting Minutes

Committee Name:	Waukee Band Parents Organization
Date of Meeting:	December 3, 2020
Location:	Teleconference via ZOOM
Minutes Prepared By:	Jennifer Shanda, Secretary

1. ATTENDANCE AT MEETING

Jenn French	Jennifer Shanda	Michelle Kurtz	Jeff Patterson
Eric French	Carrie Sample	Sandy Landin	Chris Strohmaier
Shelly Hughes	Katie Wittmer	Stacie Tigges	Amanda Parker
Kylene Blanchard	Valerie Fouts	Becky Lachenmaier	Matt Basart
Jannelle McGee	Andrea Patterson	Mary MacAlpine	Jon Rech
Laura Swanson	Sharon Divingnzzo	Roxy Bohaty	Suzanne Laird
Hope Johnson	Chad Allison	Laura McPike	Michelle Shane
Laurie Johnson			

2. MEETING AGENDA

December 3, 2020

- Call to Order
- Minutes of the Previous Meeting
- Treasurer's Report
- Committee Reports
 - Equipment
 - Fundraising
 - Concessions
 - Uniforms
 - Volunteers
 - Warrior World
 - Website
 - WMI – Waukee Marching Invitational
 - Second High School
 - Winter Showcase
- Band Director's Reports
- Old Business
 - Senior Trip Accounts discussion
- New Business
 - 2021/2022 WBPO & WNWBPO Boards
- Upcoming Dates
 - 12/15 – Marco's Pizza Night
 - 12/18 – Jazz Band Concert Livestream
 - 1/7 – WBPO Meeting
- Adjourn

3. MEETING NOTES, DECISIONS, ISSUES

1. Meeting was called to order at 7:06 PM by Jenn French.
2. Minutes from November meeting were approved. Motion by Shelly Hughes, Sharon Divingnzzo 2nd. Motion approved.
3. Treasurer's Report:
 - Report for November was presented.
 - Deposits received for recent Can Shack sorts.
 - November Treasurer's report was approved. Motion by Chad Allison, Jon Rech 2nd. Motion Approved.
4. Committee Reports
 - Equipment
 - Will meet tomorrow for repairs to Can Shack.
 - Fundraising
 - Can Shack vandalized on 11/2. Police report made and contact has been made with Fareway management for possible video. Break in occurred shortly after a pickup of sorted items, so not much was taken.
 - Can Shack volunteers needed. 9th graders welcome.
 - Restaurant Nights – Marcos Pizza scheduled for December 15th.
 - Possible future fundraisers discussed including Echo's Cookies and Nothing Bundt Cakes
 - Mattress Sale is still on the radar once events are permitted at WHS.
 - Concessions
 - Will contact vendors who have donated in the past to confirm contact information for upcoming year.
 - Uniforms
 - Samples of tote bags being prepared by an ISU Design student.
 - Westwood Embroidery has offered to sell them at their store.
 - Volunteers
 - No report
 - Warrior World
 - Sale on 11/7 at Westwood Embroidery resulted in \$800 - \$1000 in sales
 - Website/RevTrak
 - <https://waukeebands.shutterfly.com/>
 - Reminder to check website as first source of information.
 - WMI – Waukee Marching Invitational
 - 10 months away

- Second High School
 - Paperwork has been filed to receive FEIN. Once received, the IRS application for 501(c)3 can be submitted.
 - Waukee Winter Showcase
 - No Report
5. Band Directors Report
- Submission made to school district with equipment needed for 2nd high school. Plan to have equipment on hand by May 1st.
 - Northwest HS Band Logo was approved by school district.
 - Sample uniform top for use during the Rose Parade has been shipped from uniform company.
 - Northwest sample uniform is expected within 2-4 weeks.
 - WHS uniforms will be delivered from uniform company around spring break.
 - Jazz 1 will be livestreaming a performance of Tchaikovsky's Nutcracker on 12/18 at 7:30pm on the WCSD YouTube page.
 - Winter Drumline's season will run on a later schedule – January to April.
 - Concert Band performances are planned for mid-January
 - Bob Rogers Travel will be sending updated trip payment schedules
 - Rose Parade options for 2021 Seniors discussed.
6. Old Business
- Senior Trip Accounts discussion. Jeff to research further to determine acceptable legal options. Further information available prior to next board meeting.
7. New Business
- 2021/2022 Waukee Band Parent Organization and 2021/2022 Waukee Northwest Band Parent Organization board position openings. Many positions need to be filled. WBPO needs President, VP, Equipment Chair, etc. WNWBPPO needs Warrior World and Uniform Chairs. Please contact Jenn French if interested in position descriptions or to volunteer.
8. Adjourned at **8:18 PM**. Shelly Hughes motioned, Katie Wittmer 2nd. Motion approved.

NEXT MEETING WILL BE HELD ON JANUARY 7th.
MEETING DETAILS TO BE SENT PRIOR TO ABOVE DATE