

Meeting Minutes

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| Committee Name: | Waukee Band Parents Organization |
| Date of Meeting: | February 4, 2020 |
| Location: | Teleconference via ZOOM |
| Minutes Prepared By: | Jennifer Shanda, Secretary |

1. ATTENDANCE AT MEETING

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|------------------|-------------------|-------------------|------------------|
| 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 | Karen Hatch | Mary MacAlpine | Jon Rech |
| Laura Swanson | Sharon Divingnzzo | Roxy Bohaty | Suzanne Laird |
| Hope Johnson | Chad Allison | Laura McPike | Nikki Snyder |
| Laurie Johnson | Kristin Hjelle | Jen Eaton | Mike Burris |
| Janice Burris | Jane Fahrenkrug | | |

2. MEETING AGENDA

February 4, 2021

- 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
 - Job Description Updates
 - WBPO & WNBPO for 2021/2022
- New Business
- Upcoming Dates
 - 3/4 – WBPO Meeting
 - 3/6 – Waukee Winter Showcase
- Adjourn

3.MEETING NOTES, DECISIONS, ISSUES

1. Meeting was called to order at 7:03 PM by Jenn French.
2. Minutes from January meeting were approved. Motion by Chad Allison, Shelly Hughes 2nd. Motion approved.
3. Treasurer's Report:
 - Report for January was presented.
 - Deposits received for recent Can Shack sorts.
 - Large amount of RevTrack payments for trip payments
 - Second payment made to Bob Rogers Travel for trip
 - January Treasurer's report was approved. Motion by Chad Allison, Kylene Blanchard 2nd. Motion Approved.
4. Committee Reports
 - Equipment
 - Designing shako cart and cymbal vault
 - Ordered new tires for the sound board
 - Fundraising
 - Can Shack volunteers are averaging \$45+ per hour to their fundraising account
 - Pause discussion on a second Can Shack until decision is made by the state on the Bottle Bill. Can Shack funds will be split between the two BPO's until after Rose Bowl trip.
 - Mattress Sale fundraiser – tentatively scheduled for April 10th.
 - Contact Sharon Divingnzzo for band logo stickers
 - Concessions
 - No report
 - Uniforms
 - Retired uniforms to be boxed up.
 - New uniforms to be organized and hung in the uniform room in the near future.
 - Volunteers
 - No report
 - Warrior World
 - Suggestion made on how to split Warrior World profits between the two BPO's due to Rose Bowl items. No formal decision made.
 - Website/RevTrak
 - <https://waukeebands.shutterfly.com/>
 - Shutterfly is unsupported. Investigating alternative web hosting options.
 - Likely solution is to host separate websites on domains we own.
 - WMI – Waukeee Marching Invitational
 - 8 months away
 - Discussion on how to split volunteer duties and proceeds

- Second High School
 - Treasurers have been working on IRS application for 501(c)3 status.
 - Treasurers will be opening a new bank account for the WNWBP in the near future
- Waukee Winter Showcase
 - Scheduled for March 6th at South Middle School
 - Waukee performers will likely be able to have limited guests attend.
 - Volunteer meeting tentatively scheduled for February 15th.

5. Band Directors Report

- Concerts bands completed livestream or video performances.
- The next concert will be after spring break. No decision yet from district on in-person or livestream format.
- Interviews taking place February 10th for Assistant Band Director positions at both high schools. Hiring decisions will be made shortly afterwards.
- Band equipment for Northwest High School has been ordered and will be arriving soon.
- Northwest High School band uniform sample is being updated. Plan to finalize and place order by March 1st.
- The ramp and vertical lift for the WHS Band trailer will be delivered soon.
- Estimated band student counts for 2021/2022: 116 WHS and 127 NWHS
- All current juniors, sophomores and 9th graders heading to NWHS will be measured either in person or via an online form prior to ordering the marching band uniforms.
- Beginning in the 2021/2022 school year, there will no longer be a separate sophomore band. Band will scheduled during 1st block for all terms.

6. Old Business

- Job Descriptions – review and update prior to next meeting
- Open Board Positions – reach out to friends and neighbors. Great opportunity for those with young band members to get involved.

7. New Business

- Subcommittee meetings will be set up as needed to coordinate duties prior to WBPO splitting into 2 separate boards this spring.
- Second ZOOM account has been set up to facilitate additional meetings.

8. Adjourned at **8:15 PM**. Karen Hatch motioned, Shelley Hughes 2nd. Motion approved.

NEXT MEETING WILL BE HELD ON MARCH 4th.
MEETING DETAILS TO BE SENT PRIOR TO ABOVE DATE