

LHS Band Parents Association General Meeting

July 14, 2024

Meeting started at 4:02 pm

Present: Elli Nyberg, Stephanie Gongopoulos, Lori Blom, Sonia Ohling, Drew Balta, Rich Allen, Tammy Allen, Mary Ann Sherman, JoMarie VanWell, Todd Marlette, Carmyn Berg, Monte Johanning, Erin Johanning, Katie Zeeb, Alicia Peterson, Michelle Wigg, KC Carlson, Jessica Redepenning, Becky Brost, Rachelle Broveleit

Secretary's Report by Rachelle Broveleit

Approved: Sonia Ohling

Second: KC Carlson

Band Parents Association Treasurer Report by Stephanie Gongopoulos

Balances as of 07/12/24:

1. **Checking (#527):** \$553,872.10*
2. **Box Truck (#2296):** \$1,404.47
3. **Alumni Association (#5025):** \$1,887.78
4. **Transfer in Progress:** \$325,000 to Vanguard MM Fund

Upcoming Payments:

1. **Outstanding Checks:** \$12,029.00
2. **Students on Broadway:** \$15,000 on July 15
3. **Balloon Payment to Students on Broadway:** Approx. \$425,440 on September 12
4. **Regular Marching Band Expenses**

Payments (05/05/24 to 07/01/24):

1. **Brady Martz:** \$3,796.65 (Accountant Fees)
2. **US Postal Service:** \$182.00 (PO Box Fee)
3. **HyVee:** \$14,000.00 (Grocery Cards)
4. **Ovations:** \$467.43 (Refund)
5. **SF School District:** \$16,589.70 (Winter Guard and Macy's Payment)
6. **Foster Band:** \$3,000.00 (Prop Purchase)
7. **Travis Ausland:** \$354.00 (Refund)
8. **Chesterman:** \$610.65 (Soda)
9. **Monte Johanning:** \$391.87 (Reimbursement)
10. **HyVee:** \$22,000.00 (Grocery Cards)
11. **Fareway:** \$5,000.00 (Grocery Cards)
12. **Kevin Kessler:** \$400.00 (Leadership Training)
13. **HyVee:** \$7,500.00 (Grocery Cards)
14. **HyVee:** \$19,500.00 (Grocery Cards)
15. **Tresona:** \$1,200.00 (Musical Rights)
16. **Warner Chappell:** \$450.00 (Musical Rights)

17. **Loves:** \$87.00 (Gas)
18. **Intuit:** \$95.58 (QuickBooks Subscription)
19. **Graham Tire:** \$68.81 (Truck Maintenance)
20. **Adobe:** \$31.85 (Subscription)
21. **Grand Prairie:** \$111.51 (Storage Unit)
22. **EZ Tag:** \$10.00 (Tolls)
23. **Harland Clarke:** \$34.90 (Check Order)
24. **KTA:** \$6.00 (Tolls)
25. **Phillips 66:** \$25.18 (Gas)
26. **KTA:** \$26.50 (Tolls)
27. **BP:** \$32.26 (Gas)
28. **Sams:** \$41.02 (Gas)
29. **Kicks:** \$51.71 (Gas)
30. **Caseys:** \$58.00 (Gas)
31. **Loves:** \$58.00 (Gas)
32. **Loves:** \$59.01 (Gas)
33. **QT:** \$59.06 (Gas)
34. **Loves:** \$59.07 (Gas)
35. **Petromart:** \$64.75 (Gas)
36. **QT:** \$69.00 (Gas)
37. **Jet Truck:** \$78.02 (Gas)
38. **Caseys:** \$59.00 (Gas)
39. **Minnehaha Co:** \$214.94 (Vehicle Registrations)
40. **Intuit:** \$95.58 (QuickBooks Subscription)
41. **EZ Tag:** \$102.08 (Tolls)
42. **Fleetpride:** \$631.61 (Semi Maintenance)
43. **Kwik Star:** \$22.29 (Gas)
44. **Kwik Star:** \$100.00 (Gas)
45. **Sewabel:** \$2,274.19 (Guard Flags)
46. **Black Dog Storage:** \$450.00 (Storage Fee)
47. **Nyberg's Ace:** \$10.61 (Props)
48. **TJN Enterprises:** \$61.17 (Props)
49. **Ox Welding:** \$88.15 (Props)
50. **Harbor Freight:** \$233.63 (Props)
51. **Nyberg's Ace:** \$27.60 (Props)
52. **Adobe:** \$31.85 (Subscription)
53. **Grand Prairie:** \$111.51 (Storage Fee)
54. **Paypal:** \$0.29 (Offset by Deposits)
55. **TJN Enterprises:** \$95.58 (Props)
56. **TJN Enterprises:** \$95.59 (Props)
57. **Graphcom:** \$4,449.02 (Guard Flags)

Notes:

1. Closed three accounts and transferred funds to the Main BPA Account:
 - CorTrust ISA Account: \$1,000.00
 - FNBSF ISA Account: \$90,602.73
 - FNBSF RaiseRight Account: \$9,112.40
2. Implemented segregation of duties and reconciling ISA accounts weekly. Changed RaiseRight posting date for funds at the beginning of each month.
3. Created new processes and checklists for work shift payments and ISA postings.
4. Entered budget categories into QuickBooks for better reporting.
5. Developing procedures for QuickBooks consistency.
6. Tracking and segregating Future Years ISA Funds.
7. Executive Committee approved opening a Money Market account with Vanguard for higher interest rates and FDIC limit management. Account opening in process.

BPA Orientation: Slideshow attached. Reviewed by meeting attendees.

President's Report (7/14/2024) by Elli Nyberg

Fiscal Year End:

- Class of 2024 reduced their ISA balances from over \$24,000 in January 2024 to \$5,000 by the fiscal year-end.

2024-25 BPA Leadership:

- All Chairs, Leads, and Coordinator positions are filled except for the Alumni Committee.
- The Ice Cream Social had a great turn-out, thanks to the Abersons and B&G Milky Way.
- Upcoming events include Breakfast with the Band and Preview Night.

Macy's Planning:

- Final ISA payment deadline has passed.
- Chaperones/Stafferones have until August 15th to settle their balances.
- Continued work on Feed the Band and Macy's costs.
- Travel planning has started.
- Macy's-specific Spirit Wear and student jackets are in the final planning stages.
- Ensure you're on Heja and have notifications enabled.
- Add this email to contacts: lincolnbandparents@pb06.wixemails.com.
- Financial need applications are being processed.

Marching Band:

- Marching and Fall Guard ISAs will be billed through CutTime soon.
- Fundraising opportunities continue.
- Spat Camp tents are reserved; thanks to Dr. Raeder and David Maxwell.
- Spat Camp Treats & Lunch Monitor Sign-Ups are open on Heja.
- Uniform Fitting Day needs 3 more volunteers.
- Spirit Wear Store is open with a show-specific design by Joel Broveleit. No extra orders will be made.

Charms to CutTime Transition:

- Charms will switch to Read-Only mode in 15 days.
- Data migration to CutTime will occur this week; patience is requested as this is a new system.

Respectfully submitted, Elli Nyberg

Roadies by Monte Johanning and Todd Marlette

- Props are going well. 90% are done or figured out.
- Social with Roadies this next weekend on 7/20/24.
- Planning for SPAT Camp. Will have two trailers at SPAT Camp. Snacks & Essentials (first aid, sunscreen, bug spray, personal hygiene) tubs can go in there.
- Might have schedule changes last minute because of football games changing at Lincoln.
- Planning for getting things to Macy's
- Todd and Joe will drive to New York.

Chaperones by KC Carlson

General Preparation:

- Meetings scheduled for Chaps at Macy's and for the season.
- Coordination with Roadies for box truck loading and luggage restrictions for students.

Uniforms:

- Need dimensions for new hat boxes.
- Early fitting arranged for Groove members on uniform check-out day, due to marching in a parade.
- Access to the loft required on Friday evening and Saturday for setup and fittings.
- New T-shirts and shoes are being ordered.

Guard:

- Color guard fundraiser (car wash) on July 20th at LHS from 10 AM to 3 PM.
- Coordination with Erin to promote the event on social media.

Needs from Socials:

- Advertisement for the car wash.

Lincoln Band Parents Association Update - Fundraising by Lori Blom

Fundraising Progress:

- Total Raised: \$162,081 (55% of the goal as of July 11)
- Sponsorships: \$80,803 (cash and in-kind); several prospects pending confirmation.
- FOTB (Feed the Band): \$58,432 - approximately \$25,000 left to raise
- Work Shifts: Numerous shifts through summer, including canaries and car raffle ticket sales.

Dine with the Band Events:

- July 25: Pancho's (11 AM - 2 PM)
- July 31: Chipotle (5 PM - 9 PM, no raffle tickets)
- August 7: Culver's (MN Ave, can sell raffle tickets)
- August 14: B&G (Cliff/69, 11 AM - 7 PM, lunch walking taco special)
- August 20: Arby's (MN and 229, 5 PM - 8 PM, can sell raffle tickets)

Other Fundraising Activities:

- Product Sales: Exploring Krispy Kreme fundraiser.
- Grocery Cards: 7 pickup dates from April to June; continuing 2/month.
- Raise Right: Last 10 months raised \$1,914.30 for BPA and \$10,273.23 for ISAs.
- Chicken Dinner: Planning underway
- Silent Auction: Considering Zeffy for online auction organization; committee meeting regularly.

Spiritwear Committee:

- Show shirt designed; online store open July 12-23; pickup at Breakfast with the Band.

Festival of Bands:

- Chaired by Joedy and Patti Poppe. Have been attending FOB planning meetings.

Car Raffle:

- Appreciation for Ben Schumacher, Erin Johanning, Michelle Wigg, and Mr. Carlson for their contributions to promotional videos and uniform fittings.
- Videos to be used during raffle shifts and on social media.
- Ticket sales start July 26 with Zeffy link live and paper tickets distributed.
- Work shifts scheduled over 5 weekends, with non-work shift sales continuing until September 23.
- Additional resources donated by Allens for raffle shifts.

- Challenge from Mr. Balta to students on August 2 to motivate ticket sales. Winning team will get to come to rehearsal one hour late on 8/5/24.
- Hy-Vee requested volunteers for holidays, further details needed.

Other Updates:

- Grants: \$1000 from Walmart. \$1000 from Levo Cares. Will receive \$5000 from DAR if raise 80% of goal.
- Communications: Erin to report separately.
- Events: Successful Ice Cream Social; next event is Breakfast with the Band on Aug 10.
- Race: Dan Carlson and Michael Martin investigating a potential fall race.

Lincoln Band Parent Association Monthly Committee Report: Events by Katie Zeeb

Recent Activities:

- **Ice Cream Social:** Successful event, positive feedback from the Abersons. Notes taken for improvements in 2025.
- **Breakfast with the Band:** All preparations complete. Need 3-4 volunteers for coffee and donuts.
- **Preview Night:** Almost ready; three food trucks confirmed (Southern Perfection BBQ, SDSU Ice Cream, Mary's Mountain Cookie Bus), awaiting one more. Activities planned for the dinner hour, free meal option for band members.
- **Photographer:** Keith LaPour will cover various events including Preview Night, Individual Pictures, Festival of Bands, Senior Night, and Indoor Show.

Current Issues:

- No response from David/Andrew regarding orders for upcoming events.

Goals for Next Month:

- Finalize all event details.

Spirit Wear Committee by Becky Brost

- Online store is open
- There will be a separate Macy's store later.
- We will have live sales at Breakfast with the Band and Parent Preview Night with new hats, stickers, and blankets
- We are working on black jackets for Macy's. We will get sizes at uniform fitting.

Committee Name: Communications

Committee Chair: Erin Johanning

Committee Members: Ben Schumacher, Dave Herbst

Discussion of Activity of Committee/Sub-Committees

Video - Ben Schumacher:

- Continuing to capture photos and videos during sectional rehearsals.
- Car Raffle promotion videos recorded and edited in June to start running on socials in July.
- Argus Leader will follow the band for Macy's préparations.

Database - Dave Herbst:

- Worked with Elli on ensuring Charms contact info was saved to master database before it shuts off.

Web/Social Media/Marketing - Erin Johanning:

- Created a 2024-25 communications calendar.
- Completed web updates for multiple pages including home, Car Raffle, Store/Spirit Wear, Sponsorships, Our Supporters, Staff, and BPA.
- Show shirt designs and Car Raffle materials finalized.
- Launched social media posts, including director introductions.
- Social media performance improved in June, with a year-to-date reach of 380K.

Goals for the Next Month:

Video - Ben Schumacher:

- Plan a series of videos highlighting students, including new positions and early summer activities.
- Record videos with scripts on various topics (e.g., prep for SPAT camp).
- Explore performance recording at new competition venues and existing ones.

Database - Dave Herbst:

- Await to see if Heja can export members to compare with current band list to see who's not on Heja.

Web/Social Media/Marketing - Erin Johanning:

- Update website sections for Ensembles, Events, Fundraising & Events, and sponsor information.
- Promote RaiseRight, grocery cards, and events.
- Develop sponsor logos for the trailer.
- Schedule sponsor posts and create banners.
- Work with Ben Schumacher on band videos and instructor appreciation posts.

- Meet with potential new communications assistants and graphic designers for support.

Recommendations:

- No upcoming vacancies or plans for successors noted.

Boosters Report by Lori Blom

- All four band reps were at recent meeting.
- David Maxwell will have a new clerical assistant, Samantha Schilling. Fundraising applications need to be submitted to her. David also shared that there is a push to get more elementary kids interested in activities at Lincoln. Should we consider something to get music students connected to Lincoln fine arts sooner?
- All activities will go to cashless payment this year including athletic passes.
- Around \$3000 is still needed for tshirts for all. Volunteers are needed to help at Patriot Power Day at the Booster Club Table
- President Bowl allocations will be transferred in July. The amount will be around \$19/student involved in the activity.

Director's Report:

- Dan and Drew tried to communicate through the students, which wasn't very successful.
- They will do a Friday at 3:30 newsletter with information, which will be emailed and archived on the website.
- Wednesday, July 24 is New Member Day at Lincoln.
- Thursday, July 25 starts at Axtel. Percussion then moves to Lincoln for Thursday and Friday.
- Everyone at Axtel the next week.
- We have a lot of new student leaders. The leadership workshop was great.
- The leaders have a goal of being more cohesive between sections.
- They are going to stay for lunch one day at SPAT Camp.
- They are going to work on sections internally.
- We will plan on new uniforms only for Macy's.
- We are working on undergarment plans for uniforms for Macy's.

ISA Treasurer:

- Just completed most recent round of Zeffy payments
- Discussed what is left to be paid for students/chaperones.
- A lot of people are working shifts. Some are working for others/roadies/chaperones.
- We will make a post to enlist others to work for roadies and chaperones.

Meeting adjourned at 5:40 pm

Respectfully submitted, Rachelle Broveleit