

Prepared. For Crunchtime.

www.buyscoutpopcorn.com

## SALE CALENDAR

See Pages 13-15 for calendar templates to help you plan your sale

## 2020 POPCORN CALENDAR

#### **Pre-Sale Prep**

July 25—Aug. 31 Attend Popcorn Seminar

Aug. 1-31 Set Unit & Scout Goals. Set Popcorn Kickoff Date for Sept.

Aug. 1-31 Set up Store Front Sale Locations and Blitz Days

Fri. Aug. 23 Home Delivery Info due 12:00 p.m.

Tues. Aug. 25 Show & Deliver Order Due at Trails-End.com 11:59 p.m.

Sept. 10-16 District Show and Deliver Pick Up Varies by Area

Sept. 11-17 Home Deliveries Dropped off Varies

Sat. Sept. 12 Virtual Council Kickoff

**During the Sale** 

Fri. Sept. 18 SALE STARTS! 5:00 p.m.

Sun. Oct. 4/Mon. Oct. 5 Early Returns 4:00 p.m.-7:00 p.m.

Sun. Oct. 25 SALE ENDS! 11:59 p.m.

**After Sale Wrap Up** 

Sun. Nov. 1 Returns in Outstate Metro 2 p.m.-4 p.m.
Sun. Nov. 1/Mon. Nov. 2 Return Excess S&D in Metro 4 p.m.-7 p.m.

Mon. Nov. 2 Take Orders Due MIDNIGHT

Nov. 12-17 Take Order Distribution Varies by area

Nov. 13-16 Take Order Home Deliveries Dropped Off Varies by area

Dec. 15 Payments Due Tues. Dec. 15

## WHO ARE YOU?

To help you (and Northern Star Scouting) keep track of your sale, you need to know who you are.

Council: Northern Star Council

**District** (Area within the Council, Alpha Letter)

**Unit Type** (Pack, Troop, Crew, Post, Ship)

**Unit Number** (4-Digit Number)

Knowing these four things will help keep things accurate with data entry and app usage. If you are not sure of any of that information, email popcorn@northernstar.org.

## TRAIL'S END APP

## **Key Benefits**

- Free Credit Card Processing Paid by Trail's End
- •Real-time tracking and reporting of sales, inventory and storefront registrations
- Families can turn in cash payments via credit card
- System-calculated Scout sales for easy Trail's End Rewards ordering
- Take Online Direct orders in the app as way to fundraise while social distancing
- Advancements that can be earned are now in the app!

## **Proven Results**

- •Used by over 14,500 units & 160,000 Scouts
- •Over 10% growth for units that recorded more than 75% of sales in the app in 2019
- Credit Card transactions averaged 27% higher than cash





## **App Improvements**

- Faster, more intuitive Scout registration
- Faster checkout (from 9 to 4 clicks)
- List, grid and product detail views
- Record online orders directly in app
- Sharable online cart so customer can enter shipping address and complete payment – great for social distancing!
- •New undelivered logic for Wagon Sales so Scouts enter them correctly
- Credit payment option for parents to pay cash owed to unit
- •Improved Trail's End Rewards focused on reaching next level and goal

Text APP to 62771 to download the App.
Text APPGUIDE to 62771 to download the App Quick Start Guide.

For support go to: <a href="mailto:support@trails-end.com">support@trails-end.com</a>

## Leader Portal



#### LEADER DASHBOARD

The leader portal is your key to keeping track of your sale.

Log into

https://scouting.trails-end.com/ with your credentials to access your dashboard.

- Invite Scouts to your Unit
- Manage Inventory
- Schedule Storefronts
- Set Goals
- And More!!!

## TYPES OF SALES

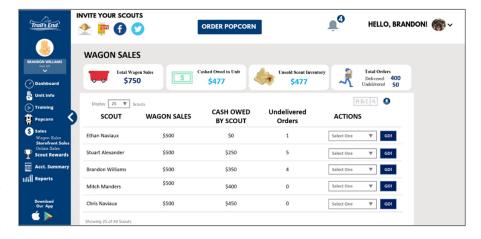
#### **WAGON SALES**

## (Formally Show and Deliver Sale)

#### Orders due Tuesday, Aug. 25

Wagon Sales provide units the opportunity to order popcorn before the start of the sale. This is an optional part of the sale, but is a proven method to boost sales! Scouts will have product available to deliver at the point of sale and will not need to return at a later date to deliver product or collect money. As part of this method, consider

store-front sales. No upfront payment



from the unit is required. See the <u>Return Requirements</u> on Page 9 for information on returning product during and after the sale. Keep track of what each Scout has at any time with the new Trail's End App. Assign and change individual Scout's inventory within the leader portal.

#### TAKE ORDER SALE ORDERS DUE MONDAY, NOV. 2

Units will be able to order popcorn products based on the orders received from individual Scout "Take Order" forms, without having the product in hand. The "Take Order" sale has been used very effectively and will continue to represent at least part of your unit's total sale.



## **ONLINE DIRECT**

Nationally, online continues to grow at 28%.

#### **BENEFITS FOR UNITS**

- •No risk of excess inventory •No cash collection
- No extra work
   No handling product

#### **BENEFITS FOR SCOUTS**

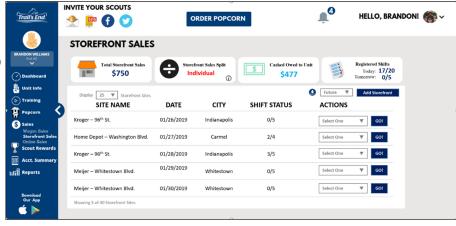
- Average online sale \$73 vs. \$22 face-to-face
- More product variety
- Sales count toward Trail's End Rewards

## STOREFRONT SALES

Set up storefronts using the Trail's End Leader portal. Scouts can see what shifts are available and claim them via their app account. Make changes, send messages and more through the portal.

#### **Before the Sale Date**

- Visit or call locations early!
- Talk with the store manager, and possibly the weekend manager.
- If the store requires proof of insurance, or non-profit, please contact popcorn@northernstar.org.



- When reserving your day, ask the business where you can set up, or are there any restrictions, etc.
- Double check with the business the day before. Conflicts have been known to happen.
- Option 1-Schedule two youth and two parents for two hours. It keeps the chaos factor very low.
- Option 2-Schedule one youth and parent.
- Confirm with the parent(s) of the youth who are scheduled three days out.

### **During and After the Sale Date**

- Wear Masks if required. Stay 6 feet apart.
- Have Scouts in uniform and stand behind of the table.
- Do not put prices on product or table.
- Never have the Scouts ask customers if they want to buy popcorn. Have them ask things like: "Would you like to support me going to camp? Can I count on you to support my Scouting adventure?"
- Have the products neatly displayed. Do NOT put prices out. It discourages higher purchases.
- Make sure to thank the store manager. Consider buying a bag and giving it to the store manager along with a thank-you note signed by the Scouts.
- Split the sales either by Scout performance, or divide out by an hourly rate or based on day.

## PRODUCT UPDATE



## Online Direct Products







\$30 Chocolatey Caramel Crunch



\$30 Dark Chocolate Salted Caramels



\$25 Unbelievable Butter 12pk

## UNIT KICK OFF-DO SOMETHING FUN!

Importance of the Kick Off —The Kick-off sets the tone for your popcorn sale. Motivated Scouts and, more importantly, motivated Parents are the key to a successful sale. Have fun! Give away prizes!

SAMPLE Agenda — Welcome and Introductions. Do a Popcorn Cheer or Skit. Have Leaders dress up!

## Review Pack's/Troop's/Crew's/Ship's Planned Program

- a. Highlight last year's activities and what's planned for the new year.
- b. Ask SCOUTS what they want to do!
- c. Unit meetings and awards.

#### Pay for It All with Popcorn

- a. Importance of a Family/Scout Goal—Scouts with goals sell more!!
- What can the Scouts do if they reach the goal? List all the activities your pack budgets! b. Unit Goal:
- c. Unit Budget: Have a "Made Goal" budget, and a "Not Quite to Goal" budget to show the differences in the activities that the Scouts get to do.

#### What the Family Gets Out of Popcorn

- a. Free Activities!
- b. Free Camping!
- c. Free Registration!
- d. Goal should be tied to "Nothing Out of Parents' Pocket"

#### **Divide Group into Parents and Scouts**

#### **Parents**

Why We Chose the Popcorn Program

Parent Packet or Guide

Lessons Scouts Your Scout Will Learn & Advancements

Unit Calendar and Budget

Sales Date, Order Forms and Money Collection

#### **Scouts**

**Tasting Kit** 

Sale Forms

Safety & Selling Tips

Prize Program

**Role Playing** 

#### **Recombine Group**

- a. Recognize Last Year's Top Selling Scouts.
- b. Generate Enthusiasm.

- c. Extra Incentives.
- d. Give Away Some Prizes!

## VIRTUAL UNIT KICK OFF

## Use Zoom (or similar software)

#### Agenda:

- •How the money raised benefits each Scout family
- Unit & Scout sales goals
- •How to Sell \$1,000 Social Distancing in 8 Hours (PDF)
- Everyone downloads the Trail's End App
- •Text APP to 62771 to download.
- Trail's End Rewards
- Unit specific promotions (optional)
- Key dates for your Sale
- Request they join the Trail's End Scout Parents Facebook Group to get tips and ask questions!



Text KICKOFF to 62771 to Download Presentation

## HUPERSPACE CAMP-DRIVE IN OR VIRTUAL ON SEPT 12

Lumbersnacks Camp is for all Scouts selling popcorn. Encourage all of your Scouts to attend!

#### **DRIVE THRU**

Date/Time: Saturday, Sept. 12, 9:00 a.m. - 12:00 p.m. Stop by anytime to participate!

Location: Base Camp—6202 Bloomington Road, Fort Snelling, MN 55111.

OR

### **ONLINE**

Date/Time: Saturday, Sept. 12, 10:00 a.m. – 11:00 a.m.

Watch at www.buyscoutpopcorn.com

Stations: (subject to change)

Prize Extravaganza/Bonus Prizes/Adventures

Trail's End App

**Practice Your Pitch** 

Hometown Heroes

Storefront Safety

Emails with the sign-up information will be sent out early August to all registered Scouts in the Trails End app, as well as unit chairs.



All Scouts who attend the Drive Thru or the Online Hyperspace Camp will get a special prize!

## PRIZE PROGRAM

The 2020 Prize program is simpler and gives more to the Scouts!

- Trail's End Rewards —A new points system that allows Scouts to earn Amazon gift cards and pick what they want. Cards will be electronic and ordered with 1 click by the unit popcorn chair.
- Bonus Prizes Will be handed out at Take Order pick up.

Sell 1 Item—Patch

\$750 Club —Water Rocket or Slushie Cup

\$900 — Crayola Experience Ticket

• Adventure Prizes —\$1500+—Ordered Online by the Parent.

Tickets/Passes

Two Dated Events—Brickbuilders and Iron Chopped III

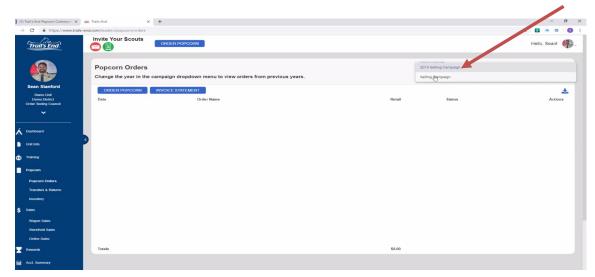
## WHEN AND HOW TO DRDER PRIZES

- Log into the Leader Portal when all of your sales are accounted for an correct.
- Click on rewards.
- Follow the prompts to order gift cards. It takes a few days for them to be released.
- Order by December 15.
- Come to the Take Order pick up site for the Patch, Water Rocket and Crayola.

## PLACING AN ORDER

Sign in to your **Popcorn System** account (login information provided by Northern Star).

You can see last year's total sale (if any) for your unit, by changing the campaign dropdown menu to 2019.



You can order up to 50% of what you sold last year.

## NEED MORE PRODUCT DURING THE SALE?

## Warehouse & Snack Semi

- During the sale reorders will be done via a DIFFERENT online order system at www.buyscoutpopcorn.com.
- Do NOT order additional product during the sale through the Trail's End site.
- This year we will have one central Warehouse and the Snack Semi.
- **WAREHOUSES:** The warehouse schedule will be handed out at Distribution Sites/Home Deliveries, emailed to chairs, and on www.buyscoutpopcorn.com.
- **SNACK SEMI:** A truck that will drive around the council area on a defined schedule, similar to the Amazon treasure truck. Full details and a schedule will be emailed out to chairs in September.
- Some product limits will be enforced if the team deems it necessary.
- Reminder—Reordering of product will not be available for the first six days of the sale.
- Add on orders will be transferred from a central account. Example—Troop 9999 will transfer product to your
   Unit after you pick up. No waiting on the office to enter in the sheets.
- You can go negative in your inventory when assigning new inventory to Scouts.

## ONLINE TRANSFERS

Unit-to-Unit product transfers can be done via The Trail's End Leader Portal by allowing Units to transfer products from their popcorn orders to another unit within their council. All transfers will be done using the Leader Portal.

## See pages 29-31 of the Trail's End System Unit Leader Reference Guide for detailed instructions.

Units can click the Approve button, or the Reject button if the transfer quantities are incorrect. Once the receiving Unit has accepted the product transfer, adjustments will be automatically made to each Unit's popcorn invoice statement to reflect the product transfer.

## DISTRIBUTION

#### SEPT. 11-16 FOR WAGON SALES. NOV. 11-14 FOR TAKE ORDER.

#### DISTRICT PICK UP LOCATIONS WILL BE ANNOUNCED BY LABOR DAY.

Pick your distribution location. Pick any of the distribution locations/dates/times that are available.

**Step 1:** When prompted via email at the end of August, visit the link provided and choose your distribution location, date and time for pick up. Every site will have online scheduling for pick up in 2020.

**Step 2:** Pick up your product at your chosen location. If you cannot be at the location, please find another parent to pick up the product. We cannot store product longer than our agreements with the warehouses. They let us use their space for free. Use the following estimates to know how many cars/volunteers you will need:

Car: 20 cases SUV, Mini Van, Pick-up: 30-40 cases Full Size Van: 50-60 cases

Step 3: Find a location that is large enough to separate orders by patrol, den, or by Scout.

**Step 4:** Assign each patrol, den, or Scout a popcorn pick-up time.

<u>Step5:</u> Have a receipt for each Scout to verify the amount of product they received as well as the date that the payment is due back to the unit.

## Return Policies

- We will have **two** "Early Return Forgiveness" days mid sale. Units can return full cases of product if they over ordered. There are no percentage requirements for what you can return. Those days will be Oct. 4 and 5.
- Units can return up to 100% their initial order, in <u>FULL CASES</u> of product at early return days. No singles.
- Do **NOT** put stickers, tape or anything detailing pricing on product unless it comes off without a trace. Post-it notes are OK.
- Return dates for popcorn are scheduled below (subject to change, check www.buyscoutpocorn.com for changes).

Sunday, Oct. 4 and Monday, Oct. 5 Early Return 4 p.m.—7 p.m.

**FINAL RETURNS** 

Saturday, Oct. 24 Main warehouse (TBA) 9 a.m.-11 a.m.
Sunday, Nov. 1 and Monday, Nov. 2 Final Returns 4 p.m.-7 p.m.

#### 2020 Returns—Units will only be able to return up to 10% of their TOTAL Show and Deliver order after Oct 5.

- Singles in good condition will be accepted at FINAL return sites only.
- The Oct. 24 return date will be for units that have less than 10% to return and agree that their transaction report on that date is correct. Product will be charged to units if they end up being over the 10% threshold.
- On Final Return dates, each warehouse will have calculated amount units can return via spreadsheet. For any
  product over the 10% mark, the unit will keep and continue to sell. For example, if the unit is \$400 over in product
  they can return, they can choose to keep whatever \$400 in product they feel they can sell easiest. Staff advice
  available at the sites.
- Units can input what they are returning, but it will not be processed until it is confirmed with the paper form filled out at one of the return sites.

## **ABSOLUTELY NO RETURNS AFTER NOV. 2.**

## INVENTORY CONTROL HELP

- Visit the popcorn trading page via <a href="www.buyscoutpopcorn.com">www.buyscoutpopcorn.com</a>. Transfer and trade with other units in Northern Star. Transfers are initiated by the Unit in the Leader Portal.
- Have over 10% to return? Keep selling! Have an additional storefront. The key is to ask for help **EARLY**. Most of the 10 units that had leftover product were able to get rid of all of it before the end of the year because they let Northern Star know they had it. We get late orders, new units and many other Scouts where we need that product. The key is to let us know early in the sale so we can help!
- Communicate with your Scouts. Have them report back actual product still unsold and transfer it to Scouts who
  have waiting customers. Prior to picking up additional product make sure you know where your product is with
  your Scouts.
- Don't have your Scouts give their product out right away to easy sales (parents and immediate family). Use that at storefronts and door to door so you have popular items in stock for sales.
- For specific inventory control questions, contact Council Volunteer Mike Glass, listed on the back cover of this booklet.

## HOME DELIVERY \$12,000+ IN SALES IN 2019

- For Show and Deliver Home Delivery, units that sold \$12,000+ in 2019 total have earned Home Delivery in 2020.
- Must order at least \$6,000 or 35% of last year's sale (whichever is greater);
- Units will be contacted by the courier 2-4 days prior to their delivery date in Sept. to schedule drop off.
- Units that order \$12,000+ in take order will have it delivered in Nov.

## HOMETOWN HEROES (HH)

Last year, over \$100,000 in popcorn was delivered to local Police, Fire, EMS, Military and more in our communities!

Again this year we will offer product for units at the take order distribution centers to take for local HH deliveries.

#### DO's and DON'Ts about Hometown Heroes

- Do know that all HH sales count toward a Scout's sales totals, just like any other product. They earn the same commission percentage.
- Do tell customers that 100% of the HH sales will be donated to police, fire,
   EMS, military employees and families.
- Do choose to distribute your HH locally! Units can choose to pick up product equal to the amount they sell to give away to their local HH, or the unit can chose to have the Northern Star distribute it.
- Do put out a bucket/boot/etc. at your storefront to collect donations for HH popcorn.
- Do make sure to submit your HH order through the Trails End website for the TAKE ORDER order.
- Don't use donations for anything other than Hometown Heroes popcorn. National Scouting policy is that units are not allowed to ask for cash donations. All donations given while selling popcorn should go towards HH.
- Don't use your excess inventory to fill Hometown Heroes popcorn. Northern Star has this program; so it can use its excess inventory after returns to fill the HH need.
- Don't forget to take pictures of your Scouts interacting with your HH.
- New this year, when using the Trails End App, Scouts have the ability to offer add ons of \$5 and \$10 Hometown Heroes sales to customers once they purchase any item.



## **PAUMENTS**

- Payments are due to the Northern Star office on or before Dec. 15, 2020.
- Northern Star Scouting does front the cost of all product and does not ask its units to pay their invoice right away. You can pay earlier if you want. Please be prompt with your payment.
- <u>Bounced checks</u>: Northern Star Scouting will work with units if they receive a bounced check from a popcorn buyer. See bounced check policy on www.buyscoutpopcorn.com. <u>Form must be submitted by Jan. 31, 2021.</u>
- If you are having problems collecting funds from someone in your unit (after a reasonable number of attempts) please contact Northern Star Office: 612-261-2405.
- Please submit <u>1</u> check to the Northern Star via mail or drop off with your invoice. Please include your Unit # in the memo area.
- Checks can be mailed to: Northern Star Scouting, 6202 Bloomington Road, Fort Snelling MN, 55111.
- Payments not submitted by December 15 may be assessed a 4.25% late fee.

## SCOUT ACCOUNTS

Some units allow youth to accrue portions of funds raised in an account under their name, rather than billing families that don't participate equally in the fundraiser. To prevent violation of IRS "private benefit" rules, the youth member should not earn more than 20% of the total gross from a fundraiser; the funds may only be used for Scouting purposes reflected within the scope of unit activities; and the criteria for how much "credit" they have earned should be based on Scout spirit and participation in all activities, rather than how much a Scout raised in the fundraiser. If a youth transfers to another unit, such funds can follow to the new unit, but must be transferred directly from one unit to another. Please check your unit's bylaws for how much gets transferred.

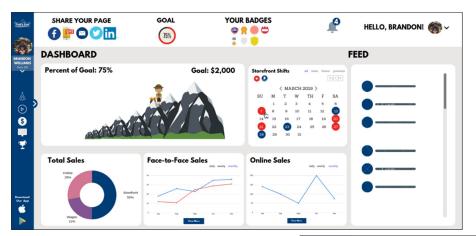
## COMMMISSION STRUCTURE

Commission Type:	Commission percentage
ONLINE DIRECT*	35%
TRADITIONAL/WAGON/TAKE ORDER	32%
Training Bonus	3%
Cash Option (for Troops/Crews only)	4%

## MOTINATING SCOUTS

<b>Scout Motivation</b>	Parent Buy-In	Kick-Off
•Every Scout Sells	•Scouts Personal Growth	•Info
•Set a Goal	•Scout Rewards	•FUN!
Bigger Prizes		•Parent Buy-In
		•Top Seller Pledge

## SCOUT PORTAL-MAKE SURE SCOUTS CHECK TO SEE THEY ARE REGISTERED IN THE RIGHT UNIT.



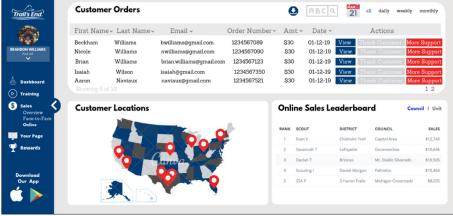
#### SCOUT DASHBOARD

Scouts can see their progress at a glance. Everything from online sales, storefront shifts scheduled and available, and progress towards goal.

#### **SCOUT SALES**

Shows Scouts how they are doing per day, and previous customers from the current year.





## SCOUT ONLINE SALES

The online screen shows them who has bought online popcorn from them, where on the map they are from and gives them the ability to send a electronic thank you.

## SCOUT REWARDS

Scout rewards page will show Scouts their progress towards the Trail's End Amazon gift cards. It will NOT show them bonus prizes or Adventure prizes from Northern Star Scouting. It only calculates the Points for the Amazon cards.



# August/September 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
23  Home Delivery Information Due to Northern Star	24	25 Show & Deliver Orders Due	26	27	28	29
30	31	1	2	3	4	5
6	7 <u>Labor Day</u>	8 Show & Deliver	9 Distribution-See W	10 Vebsite for specific Home Del		12 unit HYPERSPACE CAMP
13	14	15	16	17	18 Sale Starts @ 5 p.m.	19
	Home [	Deliveries				
20	21	22 Have Sc	23 outs sell door to	24 door in their no	25 eighborhoods	26
27	28	29	30			
Hold your Sign up for Have a pla Start week Hold a Nei	or own incentives for Unit Kick-off in per or a Time and Location to hand out the particular in the pa	or your Scouts to mo son or virtually. on for pick up of pro popcorn to Scouts b s with parents about a a Saturday morning ccess with prizes an	oduct efore the sale starts t upcoming deadlin g. Meet at a park at	s. es and prizes.	couts out selling do	or to door. Mee

Follow up with Scouts to ensure they are out selling, check if more inventory is needed.

## October 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
				Assess your inve	entory	
4	5	6	7	8	9	10
Early Return	Early Return					
Day 4-7p.m.	Day 4-7p.m.		Hol	d a Mid Sale Ral	<u>v</u>	
11	12	13	14	15	16	17
18	19	20	21	22	23	24
Last week of	the sale-finish st	rong -Assess your	inventory, fill Ta	ke orders with S&	D product. Collec	t Prize choices
25	26	27	28	29	30	31
Sale Ends @ 11:59p.m.						Halloween
Popcorn Success List  Hold a Den Challenge. Who can sell the most going door to door in your town/neighborhoods?						
Hold a Mid	d-Sale Rally. Celebra	ate successes and r	motivate Scouts to 1	-	inocus.	
Give Scouts encouragement and tips if they are having slow sales.  Assess your Show and Deliver Inventory. Call your Scouts. Have they sold their inventory?						
Reorder inventory. Be mindful of your return percentage.  Weekly communications with Parents and Scouts.						
Have all of your Scouts' order forms turned in by the end of the sale, or a day before that of your choosing. Promote Online Direct Sales!						

# November/December 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
L Final Return in Metro, New Richmond, Cokato, Willmar I-7p.m.	2 Take Orders Due Final Return in Metro 4-7p.m.	3	4	5	6	7
3	9	10	11	12	13	14
15	16	17		19 Order Home De		21
22	23	24	25	26	27	28
29	30	1	2	3	4	5
5	7	8	9	10	11 PAYMENTS DUE Dec 15	12

r opcorn success List
Organize all of your orders. Fill remaining orders with leftover Show and Deliver product.
If needed, return product to one of return sites. Only 10% or less of your overall Wagon sales order can be returned.
Order Take Order Product via the website before or on Monday, Nov. 2.
Secure someone to pick up any needed popcorn at the Take Order site.
Gather all funds from Scouts and submit one check to Northern Star Scouting before Dec. 15.
Recognize Scouts for a job well done.

## <u>Contact Information</u> www.buyscoutpopcorn.com

## Need help? Have questions? Contact your District Popcorn Chair for answers for your area:

<u>Area</u>	<u>Volunteer</u>	<b>PHONE</b>	<b>EMAIL</b>
South	Bethany Bertsch	651-334-1327	bethany.bertsch@gmail.com
South	Angel Braaten	952-923-3021	angel.braaten@gmail.com
South	Steve Short	952-846-8216	soshortmn@charter.net
East	Kari Seaman	651-236-7434	kari_seaman@yahoo.com
East	Lee Anne Graetz	651-307-4183	blizz5454@gmail.com
East	Tara Ungar	651-329-4091	tungarspadiva@yahoo.com
East	Jason Tillman	651-983-1687	fuzzyjct@gmail.com
Central	Cynthia Zien		zienfamily@q.com
West	Dana Geller	612-810-1945	dgeller@mchsi.com
Central	Lesley Farnham	612-205-9471	lesleyfarnham@gmail.com
Northwest	Zia McNeal	763-553-2763	ziamcneal@gmail.com
North	Krystal White	651-206-3859	krys916r@yahoo.com
Far West	Wendy Jurgensen	320-905-0625	bsatrailblazerpopcorn@gmail.com
Far West	Michael Gratz	320-214-8316	mgratz@cmf-inc.com
Council Chair	Nikki Johnson	651-485-9719	nicmark100@yahoo.com
Distribution Chair	Mike Glass	763-232-5020	gmichaelglass@gmail.com
Office Support	Jana Nash	612-261-2403	jnash@northernstar.org
Staff Advisor	Bill Anderson-Horecka	612-261-2405	billa-h@northernstar.org