



Board of Directors Meeting Agenda

Wednesday, November 12, 2025



MEETING LOCATION Bob Keefer Center
Ken Long Room
250 S 32nd Street, Springfield

TIME 6:00 P.M.

REMOTE OPTION [Join Here](#)

ACCESSIBILITY All public meetings are wheelchair accessible and equipped with an induction loop for the hearing impaired. An interpreter may be available with 48 hours' notice. For accommodations or questions, contact mk.britton@willamalane.org or (541) 780-5636.

I. OPENING PROCEDURES

President Brook Reinhard

- A. Call to Order
- B. Roll Call
- C. Land Acknowledgement Observance by Skylar Shane, Business Operations Manager
- D. Pledge of Allegiance

II. ADJUSTMENTS TO THE AGENDA

President Brook Reinhard

III. PUBLIC COMMENT

Kenny Weigandt

Willamalane welcomes public participation and includes a public comment section at each regular meetings to give community members the opportunity to address the Board. Each speaker has up to three minutes to speak. For more information on public comment, [click here](#).

IV. CONSENT AGENDA

President Brook Reinhard

- A. Board Meeting Records
 - 1. 10/8/25 Board Meeting Recording
 - 2. 10/8/25 Board Meeting Minutes
- B. Accounts Payable Checks
 - 1. 10/1/25 - 10/31/25
- C. FY26 Financial Report
 - 1. 10/1/25 - 10/31/25
- D. New or Revised Policies
 - 1. Benefits Policy (PER-01)
 - 2. Leaves of Absence Policy (PER-02)
 - 3. Leave Donation Policy (PER-15) Discontinuation
 - 4. Board Appointment Policy Update

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V. Business: Presentations, Updates, and Discussions		Presenter	Time Allotted
A.	Employee of the Month Presentation		10 min.
1.	<u>November 2025 - Lilli Mansur</u>	Brandon Lemcke	
B.	<u>Distinguished Budget Presentation Award (GFOA)</u>	Skylar Shane	10 min.
C.	New Employees or Promotions	Michael Wargo	10 min.
D.	<u>Willamalane Park Foundation Update</u>	Dani Thompson	15 min.
E.	<u>1Pass Recap</u>	Kevin Suiter	15 min.

VI. BUSINESS: ACTION ITEMS		Presenter	
A.	<u>District Holiday Schedule</u>	Melissa Taxara	10 min.
B.	<u>Contract Award Authorization - Dorris Ranch Orchard</u>	Eric Adams	10 min.

VII. OTHER BUSINESS		Presenter	
A.	Written Communication to the Board (None)	Michael Wargo	
B.	Standing and Special Committee Reports	President Brook Reinhard	
1.	Lane Council of Governments		
2.	Richard E. Wildish Community Theater		
3.	Whilamut Citizen Planning Committee		
4.	Willamalane Park Foundation		
C.	Board of Directors Updates	Board Members	
D.	Legal Counsel Update	Kristin Denmark	
E.	Executive Director Update	Michael Wargo	
1.	Executive Director's Report - <u>October 2025</u>		
2.	Calendar of Events - <u>November and December 2025</u>		

VIII. ADJOURNMENT	President Brook Reinhard
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PUBLIC NOTICES

ORS 192.640

- Community Calendar - Springfield Chamber of Commerce
- Public Meeting Calendar - State of Oregon Transparency Website
- Willamalane Website