

**City of Willard, Missouri  
Park Board Meeting  
June 26, 2025**

The Willard Park Board met on Thursday, June 26, 2025, at the Willard City Hall in Willard, MO.

**Board Members Present:**

President Valorie Simpson, Secretary Craig Baird, Vanessa Keene, Eric Wilkins.

**Board Members Absent:** Vice President Fred Burk, Brooke Jarvis.

**Staff Present:** Parks Director Jason Knight.

**Visitors Present:** none.

President Simpson called the meeting to order at 6:00 p.m.

**1. Roll Call:**

Valorie Simpson – present, Craig Baird – present, Vanessa Keene – present, Eric Wilkins – present.  
A quorum was established.

**2. Approval of the Agenda:**

**Motion:** Craig moved to approve the agenda. Eric seconded. The motion passed with 4 votes in favor and 0 votes against.

**3. Approval of the Minutes from the Meeting on May 29, 2025:**

**Motion:** Eric moved to approve the minutes. Vanessa seconded. The motion passed with 4 votes in favor and 0 votes against.

**4. Election of Officers:**

Park Board Officers were elected for the next one-year term.

**Motion:** Craig nominated Valorie to continue serving as President of the Board. Vanessa seconded. The motion passed with 4 votes in favor and 0 votes against.

**Motion:** Eric nominated Fred to continue serving as Vice President of the Board. Craig seconded. The motion passed with 4 votes in favor and 0 votes against.

**Motion:** Valorie nominated Craig to continue serving as Secretary of the Board. Vanessa seconded. The motion passed with 4 votes in favor and 0 votes against.

**5. Citizen's Input:**

None.

**6. Financial Statements:**

The Board reviewed the financial statements in the packet.

**Motion:** Craig moved to approve the financial statements. Eric seconded. The motion passed with 4 votes in favor and 0 votes against.

## **7. Director's Report:**

Jason reviewed the Director's Report with the Board. Highlights and discussions included:

- A review of the spring soccer and baseball programs.
- A review of Freedom Fest planning – everything is currently on track for a great event.
- Ongoing maintenance issues at the Rec Center and the Aquatic Center.

## **8. New Business:**

### **A. Budget Summary:**

Jason walked the Board through some general information on overall revenues and expenses. He then went through a summary of each major category of budget items, including Advertising, Concessions, Facilities, Adult Programs, etc. This included a discussion about accounting for actual staff labor costs for each category vs. a calculation of tax revenue for each category (based on the estimated percentage of time spent on each category applied against the overall tax revenue for Parks from the City).

### **B. Budget Planning:**

Jason reviewed some detailed breakdowns of the budget. Part of the challenge is identifying and addressing events and programs that are revenue losers in the budget vs. their overall value to the Willard community. The Board volunteered to help make those decisions if needed, and to help give backing to the Parks Department with the public and with the Board of Aldermen when cuts have to be made.

### **C. Proposed 2026 Fees:**

Due to time constraints, the Board asked Jason to review the proposed fees at the next meeting.

### **D. Staffing Change:**

Jason informed the Board that Danny Weatherman is no longer employed at Parks. Part time staff member Ashley Fatino will be taking over the responsibilities for the sports programs on an interim basis.

## **9. Unfinished Business:**

None.

## **10. Adjourn Meeting:**

**Motion:** Craig moved to adjourn the meeting. Valorie seconded. The motion passed with 4 votes in favor and 0 votes against. The meeting adjourned at 8:40 p.m.

Submitted by Craig Baird, Secretary

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Valorie Simpson, President

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Craig Baird, Secretary

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Rebecca Hansen, City Clerk