

**RICHLAND PUBLIC FACILITIES DISTRICT
REACH MUSEUM 1943 COLUMBIA PARK TRAIL, RICHLAND
THURSDAY JUNE 20, 2024 MEETING TIME: 5:30 P.M.**

REGULAR MEETING: #06-24

MINUTES

CALL TO ORDER

Vice President Veronica Kenney called the meeting to order at 5:56 p.m.

ROLL CALL

MEMBERS

William King, President	Excused
Veronica Kenney, Vice President	Present
Miriam Kerzner, Secretary/Treasurer	Present
Steven Wiley	Present
Ted Miller	Excused

LIAISONS

City Council Liaison: Jhoanna Jones	Excused
Reach Foundation: Dan Boyd	Present

STAFF

Rosanna Sharpe, Executive Director	Present
Sherri Fluaite, Finance Manager	Excused

APPROVAL OF AGENDA

Ms. Kerzner moved, and Mr. Wiley, seconded a motion to approve the June 20, 2024, Richland PFD Agenda as presented.

Motion Carried 3-0

APPROVAL OF CONSENT AGENDA

Mr. Wiley moved, and Ms. Kerzner seconded a motion to approve the June 20, 2024, consent agenda as presented.

Motion Carried 3-0

COMMITTEE/LIAISON COMMENTS

- City Council – Jhoanna Jones
Excused

- Reach Foundation – Dan Boyd
The Reach Foundation approved \$6,000 for Tere Thornhill's Phase 1: Programming and Preliminary Cost Analysis at the June 10, board meeting. Kristin Lerch, Foundation board member is the committee chair for the Spuds n Suds fundraiser. The committee will convene to start planning for the October 24, 2024, fundraiser. Mr. Boyd reported that the endowment is performing better and backup to 1.5 million.

PUBLIC COMMENTS

None

REPORTS AND CORRESPONDENCE

- Executive Director's Report – Rosanna Sharpe

Ms. Sharpe shared highlights of the April REACH Museum Executive Director's Report.

- The team is preparing for the REACH 10th Anniversary programs scheduled for the month of July.
- Sponsorships secured for the Free Admission Days at the REACH are City of Richland, City of Kennewick, City of Pasco, City of West Richland, Port of Benton, Benton Co. PFD, Pasco Chamber of Commerce, and Pasco-Kennewick Rotary.
- 2023-2024 school year ended with 71 field trips serving over 3,000 students. Battelle sponsored costs of field trips to schools in need of financial assistance.
- The Strategic plan 2024 – 2026 is in final stages of completion.
- The Reach Foundation authorized the Tere Thornhill's Fee Proposal and Letter of Agreement for Phase 1: Design, Programming and Preliminary Cost Analysis
- Ms. Sharpe met with Alan Brecke regarding a Columbia Center Rotary Club's Special Projects Committee to discuss the outdoor amphitheater.
- Ms. Sharpe presented to the Sunrise Rotary Club on June 19th
- Ms. Sharpe met with Becky Burghart, Manhattan Project National Historical Park
- and Wendy Berhman, Superintendent for the National Park Service.

BUGET COMMITTEE

- 631 Fund \$75,000 Transfer Request

Ms. Sharpe presented the request for the scheduled transfer of \$75,000, as budgeted, from the 631 Fund. The 2024 Budget amount for 631 transfers is \$300,000, year-to-date total transfers is \$200,000.

Ms. Kerzner moved and Mr. Wiley seconded a motion to approve transferring \$75,000 from the 631 Debt Service Fund

Motion Carried 3-0

NEW BUSINESS

- REACH Strategic Planning Retreat – Steven Wiley

Mr. Wiley opened for discussion a Strategic Planning board retreat to establish concrete plans prior to the Richland PFD and City Council workshop. To flush out the details and set strategic goals. Mr. Wiley would like to see a tactile component in the strategic plan. Board members agreed that including metrics in the plan will provide clarity.

Ms. Sharpe and Mr. Landers will revise the draft plan adding metrics and deliverables and will present at the July Richland PFD meeting.

- Visioning Workshop for Columbia Park West – Steven Wiley

Mr. Wiley proposed a Columbia Park West visioning workshop for all stakeholders. He would like the workshop scheduled in June or July and has a list of stakeholder for invitations. He will provide 2-3 week notice to board member.

OLD BUSINESS

- Proposed Strategic Plan – Alan Landers

After discussion under REACH Strategic Planning Retreat, Mr. Landers and Ms. Sharpe will revise the draft Strategic Plan with the action items identified. The draft plan will be presented at the July Richland PFD meeting

NEXT MEETING

The next Richland PFD meeting is July 18, 2024.

ADJOURNMENT

President King adjourned the Regular Meeting at 7:31 p.m.

Prepared by: Dianna Millsap

Reviewed by