

**RICHLAND PUBLIC FACILITIES DISTRICT
REACH MUSEUM 1943 COLUMBIA PARK TRAIL, RICHLAND
THURSDAY SEPTEMBER 19, 2024 MEETING TIME: 5:30 P.M.**

REGULAR MEETING: #09-24

MINUTES

CALL TO ORDER

President Steven Wiley called the meeting to order at 5:30 p.m.

ROLL CALL

MEMBERS

Steven Wiley, President	Present
Ted Miller, Secretary/Treasurer	Present
Michael Wiemers, Board Member	Excused
Doug McMakin, Board Member	Present

LIAISONS

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

STAFF

Rosanna Sharpe, Executive Director	Present
Sherri Fluaite, Finance Manager	Present
Pauline Schafer, Education Manager	Present

APPROVAL OF AGENDA

Mr. Miller moved, and Mr. McMakin, seconded a motion to approve the September 19, 2024, Richland PFD Agenda as presented.

Motion Carried 3-0

APPROVAL OF CONSENT AGENDA

Mr. Miller moved, and Mr. McMakin seconded a motion to approve the September 19, 2024, consent agenda as presented.

Motion Carried 3-0

COMMITTEE/LIAISON COMMENTS

- City Council – Jhoanna Jones
Nothing to report.

- Reach Foundation – Dan Boyd
Mr. Boyd reported on the September 9, Reach Foundation meeting. Bill King has joined the Reach Foundation bringing the board member count to eleven. There are two potential board members pending. Interest in becoming Reach Foundation members can be forwarded to Dan Boyd. Eight tables for the October 24, Spuds n Suds fundraiser sold individual tickets 10.

Foundation members have begun discussions regarding transitioning operations of the REACH Museum to the foundation.

PUBLIC COMMENTS

Public comments regarding proposed tax measure noted. Concern regarding the taxes proposed to Benton County Resident for the Performing Arts Center from Hazel Kwak. Thanked and noted, contact information to engage further requested.

REPORTS AND CORRESPONDENCE

- Executive Director's Report – Rosanna Sharpe

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

- Ms. Sharpe distributed the 10th Anniversary infographic recognizing the sponsors that underwrote the Free Days at the REACH.
- The tourist season is winding down. The Cruise Line are scheduled to visit until November 3. Event rentals and education programs are busy. A staff retreat is scheduled for September 30, an all-day retreat for the 4th quarter and 2025 planning and beginning the budget planning process.
- Big events in October; Spuds n Suds October 24, Screech at the REACH October 25. November events for Native American Heritage Month; Crow' Shadow Institute of the Arts exhibit opening November 2, documentary film screening "Inhabitants", Drummers & Dancer November 9. Continued programming for the entire month and beyond.
- Ms. Sharpe welcomed Doug McMakin and Michael Wiemers to the Richland PFD Board of Directors. Reach out to staff for help with on boarding. Offered a docent-led tour, meet with educators or staff.
- Ms. Sharpe presented at the August PK Rotary meeting and shared with Rotary the plans for the STEAM Education Center. She was asked to submit a funding request; she sent a request for sponsorship of the Sensory Friendly Extended Hours program. Specifically designed for visitors on the Autism spectrum, in collaboration with Mid-Columbia Children's Museum. Ms. Sharpe added that she would like to continue the program to at least once a quarter, and will seek sponsorships to allow the program to be free admission so that everyone is able to attend.
- Ms. Sharpe visited the Sage Center that has added visited 15,000 sq. ft. expansion. Project 9.2 million costs. Open on October 31. In the final stages.
- In terms of all projections, based on the budget, we are due to end the year on budget and on target.

BUDGET COMMITTEE

- Approval of \$75,000 Transfer from 631 Debt Service Fund

Ms. Fluitte requested that the \$75,000 transfer from the Debt Service Fund budgeted for November be moved at this time. After discussion board members agreed to move the budgeted transfer of \$75,000 to immediately.

Mr. Miller moved, and Mr. McMakin seconded a motion approving the \$75,000 transfer from the 631 Debt Service Fund scheduled for November 2024, to be done at this time.

Motion Carried 3-0

- Approval to remove William King, Miriam Kerzner and Veronica Kenney as Signatories on the Community First Richland Public Facilities District Bank Account

And to add Steven Wiley, President, and Charles “Ted” Miller, Treasurer as Signatories on the Community First Richland Public Facilities District bank account.

Mr. Miller moved, and Mr. McMakin seconded the motion to remove William King, Miriam Kerzner and Veronica Kenney as Signatories on the Community First Richland Public Facilities District Bank Account and to add Steven Wiley, President, and Charles “Ted” Miller, Treasurer as Signatories on the Community First Richland Public Facilities District bank account.

Motion Carried 3-0

NEW BUSINESS

- Appoint New Richland PFD Liaison to the Reach Foundation

Doug McMakin agreed and accepted the assignment as Richland PFD Board Liaison to the Reach Foundation.

OTHER BUSINESS

- Update Columbia Park West Visioning Workshop, Steven Wiley, President
Twenty people identified to attend the Columbia Park West Visioning Workshop tentative date is October 12, 2024, 9:00 am to 1:00 pm.
- Draft Ballot Measure – Steven Wiley, President
Mr. Wiley provided copies of the draft ballot measure to the Richland PFD board members.
- Discuss the need for legal representation – Steven Wiley, President
Mr. Wiley brought forward the need to have an attorney review the ballot measure and public input requirements for the performing arts center.
- Streamlining Richland PFD Functions, Steven Wiley, President
Specifying the museum operations functions that will transfer to the Reach Foundation.
- Upcoming State PFD Meeting
The annual meeting of the Association of Washington State Public Facilities Districts (AWSPFD) is next week. Mr. Wiley will attend.

NEXT MEETING

The next Richland PFD meeting is on October 17, 2024.

ADJOURNMENT

President Wiley adjourned the Regular Meeting at 6:34 p.m.

Prepared by: Dianna Millsap

Reviewed by