

**RICHLAND PUBLIC FACILITIES DISTRICT
REACH MUSEUM 1943 COLUMBIA PARK TRAIL, RICHLAND
THURSDAY JULY 18, 2024 MEETING TIME: 5:30 P.M.**

REGULAR MEETING: #07-24

MINUTES

CALL TO ORDER

President Bill King called the meeting to order at 5:30 p.m.

ROLL CALL

MEMBERS

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

LIAISONS

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

STAFF

Rosanna Sharpe, Executive Director	Present
Sherri Fluaitte, Finance Manager	Present

APPROVAL OF AGENDA

Ms. Kenney moved, and Ms. Kerzner, seconded a motion to approve the July 18, 2024, Richland PFD Agenda as presented.

Motion Carried 5-0

APPROVAL OF CONSENT AGENDA

Ms. Kerzner moved, and Ms. Kenney seconded a motion to approve the July 18, 2024, consent agenda as presented.

Motion Carried 5-0

COMMITTEE/LIAISON COMMENTS

- City Council – Jhoanna Jones

Nothing to report.

- Reach Foundation – Dan Boyd

Mr. Boyd did not attend the July 8, Reach Foundation meeting. Ms. Sharpe reported that planning for the October 24, fundraiser, Spuds n Suds, is moving along well. The fundraising goal is set at \$100,000. Four sponsorship levels defined: Diamond \$5,000; Platinum \$3,500, Gold \$2,000; and Silver \$1,250. Reports from Mr. Dunwoody, Treasurer, indicate that the endowment is performing well. The foundation made \$75,000 distribution from the endowment to the Richland PFD. Reach Foundation Bylaws and Foundation Agreement shared with

Mr. Wiley nominated and Ms. Kerzner seconded the nomination of Ms. Kenney as Vice President of the Richland PFD

With no further nominations for Vice President of the Richland PFD, nominations are closed.

Nomination Carried 5-0

Ms. Kerzner nominated and Mr. Wiley seconded the nomination of Charles “Ted” Miller as Secretary/Treasurer of the Richland PFD.

With no further nominations for Secretary/Treasurer of the Richland PFD, nominations are closed.

Nomination Carried 5-0

- Strategic Planning for Joint City Council & Richland PFD Workshop

Mr. King stated that he sees this discussion in two parts, strategic planning for the museum and the Richland PFD’s role, especially when taking on a new project. The decision was to have a workshop to discuss strategic planning. Mr. Wiley has suggested that strategic planning for the museum should be a separate workshop. The Richland PFD has different goals and deliverables than the museum. Mr. King suggested postponing the workshop until the new board members are in place. Members will be polled in early September for available dates and times.

Mr. King provided a draft agenda for the August 27, Richland PFD and City Council Workshop. Introduction and bullet points. Members agreed with the outline of the agenda to include in the introduction “What is a Public Facilities District (PFD)”, “Where we as a PFD are going, and the Concept”. Discussion and Questions will be moved to the end of the agenda. Staff will provide the details of the presentation. Time limit allotments to be consider.

OLD BUSINESS

- Revised Proposed Strategic Plan - Alan Landers

At the June Richland PFD meeting board members requested that Key Performance Indicators (KPIs) be added to the Strategic Plan. Mr. Landers reported that he did not create specific KPIs to each activity, things emerge and it is hard to predict. Instead, update the KPIs as we move through each project.

Comments:

- Not enough items
- Add comparisons
- Broader scale engagement
- Plan is a little vague
- Don’t disagree with specific, a great starting point
- A living document
- Disappointed. The transition of supervision from the Richland PFD to the Reach Foundation is not in the Strategic Plan
- It could be a Reach Foundation Strategic Plan
- If the museum is going to be transitioned, what does that mean, how we approach it
- Two levels: commit to the idea that we are going to transfer oversight of the museum and how the foundation structures themselves