

REACH FOUNDATION
BOARD MEETING MINUTES
Monday, January 26, 2026, Time 5:15 pm
Quarterly In- Person Meeting

Board Members Present: Dan Boyd, Kristin Lerch, Bill Dunwoody, Alan Landers, Clifford Clark, Jennifer Lee, Roger Reynolds, Bob Schuetz, Dana Ward, Steve Wisness

Board Members Excused: Elisabeth Holt

Board Members Absent:

Rosanna Sharpe, Executive Director, Reach Foundation – Present
Doug McMakin, Richland PFD Liaison – Present
Steven Wiley, Richland PFD President - Presentation

Call to Order: Dan Boyd, President, called the meeting to order at 5:15 p.m.; a quorum was present.

Approval of Agenda: Mr Boyd pointed out that the date on the agenda should read January 26 and that he is present, not excused.

Mr Clark moved, and Mr Ward seconded a motion to approve the January 26, 2026, agenda as corrected; the motion carried.

Approval of Minutes for December 15, 2025, Board Meeting:

Mr Wisness moved, and Mr Reynolds seconded a motion to approve the December 15, 2025, Reach Foundation Board Meeting Minutes as presented; Mr Boyd and Mr Clark abstained. The motion carried.

Membership and Nomination Committee Report: Kristin Lerch

- Reach Foundation Board Application – Nomination & Vote to Approve
Wendy Shaw, Associate Lab Director, Physical & Computational Sciences, PNNL

Ms Lerch introduced the nomination of Wendy Shaw to the Reach Foundation Board of Directors for approval. Copies of Ms Shaw’s resume were distributed to board members for review before the meeting.

Mr Schuetz moved, and Ms Lerch seconded the motion to approve the nomination of Wendy Shaw to the Reach Foundation Board of Directors; the motion carried.

- Vote to Approve Dan Boyd, Reach Foundation President, and Roger Reynolds, Reach Foundation Board Member, for a 3 Year Term Extension – Approving Updated Terms & Classifications

Mr Ward moved, and Mr Clark seconded a motion to accept the three-year term extension of Roger Reynolds, Reach Foundation Board Member, with a new expiration date of January 2029

Mr Dunwoody moved, and Mr Wisness seconded the motion to accept the three-year term extension of Daniel Boyd, Reach Foundation President, with a new expiration date of January 2029

Updated Terms & Classification extending Daniel Boyd and Roger Reynolds Class II expiration date to January 2029, approved by board action.

Development Committee Report: Roger Reynolds

Mr Reynolds is shepherding the Reach Foundation Patrons Program, beginning with a newsletter delivered by email and regular mail to existing Patrons, with the main focus on making Patrons feel special and encouraging their continued commitment. The newsletter will be used as a communication tool, opening the door to philanthropic building. At this point, the newsletter is a thank-you and recognition of the Patrons who are major donors, long-term members, and folks who have already made commitments to the REACH. The Patrons can play a key role, but there aren't enough of them. Mr Reynolds, Ms Sharpe, and Ms Mosely are making adjustments to the newsletter to ensure it is distributed within the next 10 days. The newsletter will include a menu of engagement activities and behind-the-scenes tours.

Executive Director's Report: Rosanna Sharpe

Ms Sharpe shared highlights of her December Executive Director's Report:

- Ms Mosley is preparing a PR piece for the Business Journal announcing that Jennifer Lee, Bob Schuetz, and Wendy Shaw have been named new members of the Reach Foundation Board of Directors. Ms Mosley will distribute the announcement to new members for review before publication.
- Additional donations to the year-end campaign brought the total to \$30,653, 88% of the goal.
- "Keep, Change, Flip", a new exhibit in the Hoch Gallery, is a collaboration with a local educator exploring how to use the arts to teach students math. An interactive component for visitors is included. The exhibit will run until spring break.
- Finishing year-end projects - the water filling station, which will add more retail space, updating the telephone system to a new web-based phone system, and new computers will be installed, and the phone system will go live after that.
- Ms Sharpe submitted a proposal to the Benton County PFD set-aside funds for special and maintenance projects.
- Working on the 2025 Annual Report showcasing how the museum performed last year. Ms Mosely is designing and creating the document.
- 250th Anniversary: Washington state partners incorporate the story on social media. Key dates in the summer that acknowledge the 250th Anniversary, and store items

Richland PFD Report: Doug McMakin

Mr McMakin reported board actions from the Richland PFD monthly meeting:

- Approved upgrades to the REACH audio system cost about \$3,500.
- Approved the REACH operating budget, with changes, allocating 25% of Ms Mosley, Ms Millsap and Ms Fluaite's time to the Richland PFD budget. Transferred \$16,000 from the operations budget to the Richland PFD budget to support the state audit, approved upgrades to REACH staff computers to Windows 11 computers for a cost of \$8,752.
- RPF set aside funds to hire the Richland PFD Executive Director.
- Approved \$76,218 transfer from the 631 Fund for REACH operations budgeted in January 2026.
- Approved the Richland PFD financial committee to engage Hilltop Securities to assist in bond refinancing. This will reduce bond payments, thereby increasing cash flow.
- Capital projects – a consulting contract and amphitheatre upgrades advertised in the TC Herald, three proposals received. Approved a proposal for the architectural services design for the REACH Museum basement for public notice submission to the Tri-City Herald.

- Legislative activities, advocacy – Mr Wiley submitted a \$800,000 request to the Tri-City Legislative Council for the CPW planning. The RPFD continues to participate in the Association of Washington State Public Facilities Districts. This critical group lobbies state legislators and is responsible for the 15-year extension of the state tax.

Steven Wiley, Richland PFD President, Presentation

- In an effort to educate area leadership groups and organizations, Mr Wiley has prepared a presentation to orient organizations to what a public facilities district is and what a PFD can and cannot do. Mr Wiley presented to Leadership Tri-Cities last week and shared his presentation with the foundation for the benefit of new board members.

Financial Committee Report:

1. Monthly Financial Summary December 2025 - Sherri Fluaitte
Reach Foundation Finance Summary, December 2025, included in the members' meeting packets. Ms Fluaitte presented the monthly financial reports, including the Balance Sheet, Assets, Liabilities and Equity, Profit and Loss, and Income and Expenses.

- Mr Reynolds moved, and Mr Clark seconded the motion to accept the December 2025 Financial Summary as presented; the motion carried.

2. Current Vanguard and Banner Bank Financial Reports – Bill Dunwoody
The total value of all Vanguard accounts is \$1.429 million. Income in October is \$19,000, in November is \$2,000, and in December 2025 is \$3,000. Available funds for distribution in the fourth quarter: \$26,472.23 transferred from the foundation to the REACH in January, our first payment toward our 2026 commitment. The balance of all accounts as of January 23 is \$1,423,740, and is holding steady. Most of the income comes from the stock market, with a 60%/40% stocks-to-bonds ratio. Mr Dunwoody will monitor and decide how to maximize income, split, and distribute.

- Mr Wisness moved, and Ms Lerch seconded the motion to accept the Vanguard and Banner Bank Financial reports for December 2025; the motion carried.

Old Business:

1. Finalize Date for the 2026 Spuds n Suds Fundraiser – Rosanna Sharpe
Ms Sharpe noted that at the last foundation meeting, the date for the Patrons' Spring Mixer was secured. Save the Date for May 7 will be electronically distributed in the coming week. Ms Sharpe's recommendation for Spuds n Suds date is Thursday, August 13 or Saturday, August 15. These dates do not conflict with the fairs. She recommends continuing on Thursday evening and not having an after-party this year, instead focusing on improving the Raise-the-Paddle, the event's big fundraiser. Ms Sharpe is researching possibilities for this, and Mr Boyd will invite Steve and Shirley Simmons as this year's honorees. Members agree that both dates will be offered to Simmons and finalize the date that works for them. Mr Boyd will reach out to Steve Simmons.

Adjournment and Next Reach Foundation Board Meeting:

Mr Wisness moved, and Mr Clark seconded the motion to adjourn; the motion carried. Mr Boyd adjourned at 6:55 p.m.

The next foundation meeting is scheduled for Monday, February 16, 2026, at 5:15 p.m. This is a Zoom meeting.