

REACH FOUNDATION
BOARD MEETING MINUTES
Monday, March 16, 2026, Time 5:15 pm
Zoom Meeting

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

Board Members Excused:

Board Members Absent:

Rosanna Sharpe, Executive Director, Reach Foundation – Excused
Doug McMakin, Richland PFD Liaison – Present

Call to Order: Dan Boyd, President, called the meeting to order at 5:16 p.m.; a quorum was present.

Approval of Agenda:

Ms Wisness moved, and Ms Holt seconded a motion to approve the March 16, 2026, agenda as presented; the motion carried.

Approval of Minutes for February 17, 2026, Board Meeting:

Mr Ward moved, and Mr Wisness seconded a motion to approve the February 17, 2026, Reach Foundation Board Meeting Minutes as presented; the motion carried.

Membership and Nomination Committee Report: Kristin Lerch
Nothing new to report.

Development Committee Report: Roger Reynolds

Mr Reynolds reported that a draft letter, an introductory message to current foundation Patrons with a link to the Reach Foundation meeting minutes, is being prepared for distribution. Ms Mosley added that the letter was emailed to Patrons on March 12, and included a link to the foundation website for the minutes and annual report. Printed copies will be mailed to those not on the email list, and the printed minutes and an invitation to the Spring Mixer will be enclosed. All Patrons will receive hard copies. His goal is to give Patrons approved minutes and send them for review, and connect Patrons to all websites.

Executive Director's Report: Rosanna Sharpe - Excused

Copies of Ms Sharpe's March Executive Director's Report were included in members' meeting packets. Ms Sharpe is excused.

Operations, Ms Millsap - facility staff is working on the grounds and inside, making minor repairs, updating the restrooms and sound system, and preparing for the season.

Education, Ms Schafer – countdown to Tri-Cities Earth Day, April 18. Good sponsorships; looking at ways to enhance the event's value for attendees. A partner organization publication, Tri-Cities Earth

Day Resource Guide, will be ready to print by the end of April. Education is scheduling many spring programs with the schools.

Marketing, Ms Mosley – marketing is slower this month, so she has quickened a marketing campaign to push new memberships and renewals weekly. Ms Mosley is gearing up for the May 1 REACH Membership Road Trip campaign, which runs through August. The campaign will target key locations relevant to the 250th Anniversary.

Richland PFD Report: Doug McMakin

Mr McMakin reported Richland PFD board actions taken at the last meeting,

- Approved the revised 2026 Employee Handbook, the
- Foster Garvey letter of engagement for the bond refinancing, the
- Consulting contract with Arts Centre Task Force for the amphitheatre feasibility study, and the
- Technology assessment presented by Jim McCabe, Ponderay Tech, for Gallery I that will replace outdated computers and a new control system. Mr McCabe also presented a content upgrade to redesign the monument map, recommended a master interpretive plan for the entire museum, and the board agrees to do so. As we move forward, we will likely fund those with a strategic plan for tech investments.
- Capital projects: The Port of Kennewick has agreed to the upgrades to the Columbia Park West entrance sign so that the board will move forward
- RFQ for basement upgrades received 30 inquiries, 5 formal responses, and we will be working on selecting an architectural firm. 8 attended the site visit.
- Legislative activities: Mr Wiley reported that Theresa Richardson, Richland City Mayor, has enjoyed receiving the Richland PFD newsletter and building trust with the city council. Ms Jones, the City Council Liaison, suggested that as we move forward with upgrades, we invite the City Council to review our work and discuss potential funding for the project.

Financial Committee Report:

1. Monthly Financial Summary February 2026 - Sherri Fluaitte

Reach Foundation Finance Summary, February 2026, 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 Boyd added that the loss year-to-date will be reflected throughout the year because the commitment is reported as an expense. However, through the summer and as we receive patrons' pledges, we should be able to reduce the loss.

- Mr Schuetz moved, and Ms Holt seconded the motion to accept the February 2026 Financial Summary as presented; the motion carried.

2. Current Vanguard and Banner Bank Financial Reports – Bill Dunwoody

Mr Dunwoody presented the Reach Foundation Vanguard Endowment Report 2026, the first report, a standard monthly/quarterly report, with a \$1,419,112 balance in the endowment at the end of February. Mr Dunwoody checks the account each week and shows the changes in total fund value on Fridays. We are continuing to balance out the accounts between classifications. This effort supports clearer reporting and alignment with ongoing financial updates.

Impact from the international environment indicates a decline in the endowment's value, as the progress charts show a downward trend. Continue to monitor weekly. Mr Dunwoody will transfer \$25,000 from the foundation checking account to the Richland PFD to provide ongoing resources.

- Mr Reynolds moved, and Ms Ward seconded the motion to accept the Vanguard and Banner Bank Financial reports for February 2026; the motion carried.

New Business:

None

Old Business:

None

Adjournment and Next Reach Foundation Board Meeting:

Mr Reynolds moved, and Mr Wisness seconded the motion to adjourn; the motion carried. Mr Boyd adjourned at 6:02 p.m.

The next foundation meeting is scheduled for Monday, April 20, 2026, at 5:15 p.m. This is a quarterly in-person meeting at the REACH Museum.