

REACH FOUNDATION
BOARD MEETING MINUTES
Monday, May 18, 2026, Time 5:15 pm
Zoom Meeting

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

Board Members Excused: Kristin Lerch

Board Members Absent:

Rosanna Sharpe, Executive Director, Reach Foundation - Present
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. Alan Landers resigned from the board due to health and personal issues, and the board discussed finding a replacement for the secretary position.

Approval of Agenda:

Ms Holt moved, and Mr Wisness seconded a motion to approve the May 18, 2026, agenda as presented; the motion carried.

Approval of May 18, 2026, Consent Agenda:

Mr Clark moved, and Ms Lee seconded a motion to approve the May 18, 2026, Reach Foundation Consent Agenda; the motion carried.

Membership and Nomination Committee Report: Kristin Lerch

None

Development Committee Report: Roger Reynolds

Mr Reynolds had nothing new to report. Ms Sharpe provided a status report on the Patron's tours. At the May 7 Patrons Spring Mixer, a survey was circulated. Ms Sharpe tallied the votes of the venue selection, and the favorites ranked as follows:

1. Bechtel Vitrification Plant
2. Energy Northwest
3. Coyote Canyon Mammoth Dig
4. LIGO
5. WSU Viticulture Wine Science Center
6. Central Plateau Cleanup Facility
7. Walter Clore Wine Center
8. Hanford History Project

Ms Sharpe is working with Energy Northwest to schedule the first week of June. She will notify Patrons when the date is confirmed. Three Patrons rotated off last year: Jeri Main, Phil and Diane Ohl and Pam Larsen. Mr Schuetz offered to take the lead on the Ohls, and Ms Sharpe will reach out to Pam Larsen and Jeri Main.

Transition Task Force: Jennifer Lee

- Transition of REACH Museum and Operations Management

Ms Lee presented a comprehensive update on the Transition Task Force, including plans for a portable trailer building to accommodate educational programs and generate potential revenue. The proposed trailer would accommodate 30 students, 10 adults, and two instructors, meeting ADA requirements while also serving as potential rental space. The Richland PFD board expressed willingness to entertain a full proposal from the foundation for this initiative, and Ms Sharpe mentioned that Modular Mobile would conduct a site visit to provide cost estimates for leasing and site preparation.

Board members discussed plans to transition museum operations from Richland PFD to the Reach Foundation, with Richland PFD retaining ownership of the building and the foundation handling operations. Mr McMakin explained that Richland PFD currently funds about \$300K in museum operations and owns the building, prompting discussions about redirecting those funds toward facility improvements and potential expansion.

Ms Lee outlined several transition requirements, including updating the bylaws, conducting a competency survey of board members, revising Ms Sharpe's job description, and developing a new strategic plan, while noting that the foundation would need additional help to manage the transition. Members discussed obtaining operating agreements between Richland PFD and the foundation. Ms Sharpe reported that she had obtained sample agreements from the Edmonds Art Centre and the Capitol Theatre and had reached out to the Hands-On Children's Museum for sample documents. Ms Sharpe will continue to gather sample agreements before involving an attorney. The goal for transition completion is by November 30.

Executive Director's Report: Rosanna Sharpe

Ms Sharpe provided highlights of the April Executive Director's Report

- Successful Earth Day event that attracted over 1,000 people, 50 program partners and increased sponsorship funding
- The museum received a \$37,483 grant from Benton County PFD
- Two new facility openings: Kennewick's convention center in December and Pasco's Aquatic Center in May
- Ms Mosley discussed recent marketing achievements, including a successful Blue Star Museums press release that generated media attention and a new America's 250th-themed membership road trip campaign launching today.

Richland PFD Report: Doug McMakin

Mr McMakin provided updates from the Richland PFD:

- Extension of Ms Sharpe's contract through November
- Hiring new Richland PFD Executive Director Davin Diaz
- RPF board approved a REACH Museum Basement Feasibility Study
- Approved an upgrade to the museum speaker system
- Approved insurance coverage for management liabilities

Mr McMakin will follow up with Mr Wiley regarding obtaining sample operating agreements from other PFDs for reference.

Mr McMakin will send Ms Shaw the PowerPoint presentation about the PNNL Legacy Museum and will coordinate further discussion on potential collaboration. Mr McMakin will recruit a volunteer from the Reach Foundation board to serve as the point of contact for the REACH Museum Basement Feasibility Study.

Mr Makin reported that Richland City Management expects Columbia Park West to be reconveyed to the City of Richland this year, a process that will require new agreements with the city.

Financial Committee Report:

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

Mr Dunwoody presented the financial committee report, explaining the current conservative investment strategy due to market volatility and the foundation's commitment to provide \$305,000 to support PFD operations in 2026. He continues monitoring and has gradually transitioned endowment funds as market conditions allow.

Mr Dunwoody reported on the endowment fund's performance, noting that it had increased from \$1.337 million in March to \$1.593 million by the end of April. However, it remained below target due to market volatility. He explained efforts to balance investments between stable cash accounts and higher-yielding funds while maintaining the required minimum balances.

- Mr Ward moved, and Mr Schuetz seconded the motion to accept the Vanguard and Banner Bank Financial Reports as presented; the motion carried.

New Business:

None

Old Business:

1. Board Members Committee Assignments

The board discussed assigned committee memberships, with several members volunteering for various committees:

- Transition Committee: Ms Lee, Ms Shaw, Mr Reynolds, Mr Boyd, Mr Clark and Mr Ward
- Finance Committee: Mr Schuetz and Mr Boyd
- Patron Development Committee: Mr Reynolds and Mr Boyd
- Nomination & Membership Committee: Mr Wisness, Ms Lerch

2. Monthly Committee Meetings

Ms Sharpe will send invitations for the June 1st Patron and Development Committee meeting and will schedule other committee meetings. All members will be notified of the schedule for the relevant standing committee meeting.

Ms Sharpe will circulate the Spuds and Suds sponsorship flyer to board members to share with their networks. Spuds n Suds is set for August 13.

Adjournment and Next Reach Foundation Board Meeting:

Mr Reynolds moved, and Mr Schuetz seconded the motion to adjourn; the motion carried. Mr Boyd adjourned at 6:52 p.m.

The next foundation meeting is scheduled for Monday, June 15, 2026, at 5:15 p.m., via Zoom.