

**RICHLAND PUBLIC FACILITIES DISTRICT
REACH, 1943 COLUMBIA PARK TRAIL, RICHLAND
MONDAY, JANUARY 28, 2019 MEETING TIME: 9:00 A.M.**

WORKSHOP: #02-19

MINUTES

CALL TO ORDER

President Dan Boyd called the meeting to order at 9:05 a.m.

ROLL CALL

MEMBERS

Dan Boyd, President	Present
Bill King, Vice President	Present
Shirley Long, Secretary/Treasurer	Present
Veronica Kenney	Excused
Miriam Kerzner	Excused

LIAISONS

City Council Liaison: Phillip Lemley	Present
The Reach Foundation: Steve Simmons, Interim	Excused
Alternate Council Liaison: Sandra Kent	Absent

STAFF

Rosanna Sharpe, Executive Director
Dianna Millsap, Executive Assistant
Sherri Fluaitte, Finance Manager

APPROVAL OF AGENDA

Mr. King moved and Ms. Long seconded a motion to approve the January 28, 2019, Richland PFD Workshop agenda as presented

Motion Carried 3-0

WORKSHOP ITEM

- Strategic Planning Day 1 - Agenda

ADJOURNMENT

Ms. Long moved and Mr. King seconded a motion to adjourn

Motion Carried 3-0

President Boyd adjourned the workshop at 3:30 p.m.

Prepared by: Dianna Millsap

Reviewed by



**The REACH Museum
Strategic Planning Workshop, Day 1
Monday, January 28, 2019
9:00A.M. – 4:00P.M.
Multipurpose Room, REACH Museum**

Agenda

9:00 AM	Welcome and Introductions Goals of the Strategic Planning Workshop	Rosanna Sharpe Museum Director
9:15 AM	Review Mission, Critical Issues and Priorities Review and Discuss Survey Results Strengths, Weaknesses, Opportunities, Threats	Art Wolf Facilitator
10:15 AM	BREAK	
10:30 AM	Review and Discuss Mission/Vision for Affirmation Large Group Discussion Revise or Reaffirm Mission	Facilitator
12:00 PM	ON-SITE LUNCH BREAK	
12:30 PM	Vision for the Future - Opportunities/Critical Issues Small Group Exercise Assignment: Desired state of being in 5 years Specific values to declare? Groups Report Out	Facilitator
1:45 PM	BREAK	
2:00 PM	Developing Major Goals for the Next 5 Years Small Group Exercise Assignment: Prioritize Major Goals for Development Groups Report Out	Facilitator
3:15 PM	Questions and Wrap Up Discussion	Museum Director, Facilitator
3:45 PM	Next Steps	Facilitator
4:00 PM	Evaluate Workshop Day 1	Participants

Day 1 Workshop Goals

- Review critical issues and present a SWOT Analysis
- Revise/ reaffirm mission, vision
- Identify opportunities and critical issues
- Establish no more than 5 major goals