

METROPOLITAN MUSEUM BOARD MINUTES

October 11, 2017

Riverside Metropolitan Museum

3580 Mission Inn Avenue ~ Riverside, CA 92501

Board Members Present

Elio Palacios, Jr., Chair
Mary Hughes, Vice Chair
Todd Carpenter
Bergis Jules
Rose Monge
Chuck Wilson
Dawn Gleason
Holly Evans

City Staff Present

Alex Nguyen, Asst. City Mgr/Acting Museum Director
Ann Lovell, Senior Administrative Analyst
Brenda Focht, Museum Curator
Toni Kinsman, Senior Office Specialist
Lauren Sanchez, Deputy City Attorney
Chris Sauve, Building Services Project Coordinator

CALL TO ORDER

The meeting was called to order at 4:03pm.

PUBLIC COMMENT

Item 1. Comments and questions received from Dave Barnhart regarding item 4 Harada House Structural Engineering Assessment Update.

PRESENTATIONS

Item 2. Riverside Museum Associates (RMA)

Peggy Barnhart reported that the RMA now has their own postal box. The Heritage House is offering a new Sunday fundraiser “Tea in the Garden” at which the visitors can extend personalize their tour by having tea with a docent for a fee. During the rest of October the Heritage House will be hosting “Behind the Black Veil” which highlights the traditions of mourning during the 19th Century. The Multicultural Council Day of Inclusion event is scheduled for Sunday December 17, 2017 from 1-4pm at the Black Box. The annual Victorian Christmas Open House at Heritage House is scheduled for Sunday, December 10, 2017 from 12-4pm.

BOARD CHAIR REPORT

Chair Palacios thanked the Board for their participation on the Board.

APPROVAL OF MINUTES

Item 3. Approval of Minutes- September 13, 2017

The minutes were approved as written.

Motion: Mary Hughes

Second: Chuck Wilson

Ayes: All

DISCUSSION AND ACTION CALENDAR

Item 4. Harada House Structural Engineering Assessment Update

Russell Kehl from Structural Focus was present to give an update on the engineering assessment of the Harada House and address the five items from the staff report. The Museum department will be working with the City Purchasing division on bids for a contractor to open the walls of the Harada House so a more detailed structural assessment can be performed. The proposal from Structural Focus can be found on page three of the report attachment. Once the internal inspection is complete, a final report from Structural Focus will be available in 4-6 weeks.

Item 5. Blue Ribbon Report Presentation

This item was brought up by Board Member Wilson at the September Museum Board meeting. The attached report was completed in 2008 and provides possibilities for Museum expansion.

Item 6. Update on Leadership Visit to the Missouri History Museum

A staff report on the leadership visit to the Missouri History Museum was included with the agenda. Mayor Rusty Bailey discussed his experience on the trip and how it relates to “Best Practices” to personally experience the Museum. Board Member Wilson inquired about a “Best Practices” trip to the Alcott Home Museum in Massachusetts.

Item 7. Museum Exterior Landscape Update

This topic was brought up at the September Museum Board meeting by Board Member Wilson. The Museum has increased the watering for the exterior garden and is looking into joining the City landscape plan.

Item 8. Determine whether Board member absence for the 9/13/17 should be recorded as an excused or unexcused absence

The absence of Holly Evans was motioned as excused.

Motion: Mary Hughes

Second: Chuck Wilson

Ayes: All

COMMITTEE REPORTS *(written reports are requested for each Committee update)*

Item 9. FY 2017/18 Monthly Budget Update

The Museum is currently under budget with no major updates. The City has not closed out the 16/17 budget.

Item 10. RMM Collections Committee

The Collections Meeting was held prior to the Metropolitan Museum Board meeting. Minutes from August and September will be included for the October Museum Board agenda for review. A staff report will be included to approve the extension of the loan to La Plaza de Cultura y Artes.

Item 11. RMM Exhibitions Committee

B. Focht, D. Gleason and M. Hughes met to discuss the Museum exhibitions. Brenda Focht will submit a staff report in November on the upcoming “Tlatilco” exhibit at the Riverside Art Museum.

Item 12. RMM Board Harada House Project Committee

Board Member Chuck Wilson will submit the minutes from the Harada House Project Committee for Museum Board review. The next meeting will be October 20, 2017.

BOARD MEMBER COMMUNICATIONS

Item 13. Brief reports on conferences, seminars, and meetings attended by Riverside Metropolitan Museum Board Members- Board Member Chuck Wilson will attend the quarterly Riverside County Archives Commission meeting at City Hall next week.

Item 14. Items for future Riverside Metropolitan Museum Board consideration as requested by Board members.

Brenda Focht will submit a staff report for the new exhibit at Riverside Art Museum.

Amanda Frank will submit Minutes from the Collections Committee.

Chuck Wilson will submit Minutes from the Harada House Project Committee.

An update on the Museum Archives in basement will be on the November agenda.

The December agenda will have a staff report on the inventory process.

The November meeting will tentatively feature a staff report on the Museum Director update.

Item 15. Adjournment- the meeting adjourned at 5:36pm.

The next regular Metropolitan Museum Board meeting is scheduled for Wednesday November 8, 2017 at 4:00pm in the Museum 2nd floor conference room