Museum of Riverside Board Memorandum

City of Arts & Innovation

TO: **MUSEUM OF RIVERSIDE BOARD** **DATE: DECEMBER 5, 2022**

FROM: **MUSEUM DEPARTMENT** **WARDS: 1 & 5**

SUBJECT: **DETERMINE WHETHER THE ABSENCE OF BOARD MEMBER CARDULLO FROM THE OCTOBER 26, 2022 REGULAR MUSEUM BOARD MEETING BE RECORDED AS EXCUSED**

ISSUE:

Determine whether the absence of Board Member Richard Cardullo from the October 26, 2022, regular meeting should be recorded as excused.

RECOMMENDATION:

That the Museum of Riverside Board determine whether the absence of Board Member Richard Cardullo from the October 26, 2022, regular meeting be recorded as excused.

BACKGROUND:

Pursuant to the Board/Commission Attendance Policy Resolution No. 23618, Board Members shall make every effort to notify the administrative staff 24 hours prior to any regular meeting of his/her intent not to attend said meeting. The Board is required to express in its official minutes whether the absence of the Board Member is excused or unexcused.

Pursuant to City Charter Section 805, if a member of a Board or Commission is absent from three consecutive regular meetings unless by permission of the Board or Commission expressed in its official minutes, the City Council can declare the office vacant.

DISCUSSION:

Staff was notified more than 24 hours in advance that Board Member Cardullo would not be able to attend the Board meeting due to work travel.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Robyn G. Peterson, Ph.D., Museum Director
Approved by: Kris Martinez, Assistant City Manager