

# METROPOLITAN MUSEUM BOARD MINUTES

April 12, 2017

REVISED 5-10-17

## Present

Elio Palacios, Jr., Chair  
Mary Hughes, Vice Chair  
Holly Evans  
Chuck Wilson  
Rose Monge

## Museum Staff Present

Alex Nguyen, Acting Museum Director/ Asst. City Mgr.  
Brenda Focht, Senior Admin. Curator  
Ann Lovell, Senior Admin. Analyst  
Toni Kinsman, Senior Office Specialist

## Absent

Todd Carpenter  
Dorothy Fadakar

## CALL TO ORDER

The meeting was called to order at 4:05pm.

## APPROVAL OF MINUTES

- 1. Minutes- March 22, 2017-** The minutes were approved with the following corrections:  
1) Edit Holly's last name on page 2, 2) Item 15 include verbiage 'such as' prior to social issues and 3) clarify that the 'she' in resignation for the Museum Board is J. Binkley.  
Motion: C. Wilson  
Second: R. Monge  
Ayes: All

## BOARD CHAIR REPORT

E. Palacios apologized for missing the April 6<sup>th</sup> Budget Engagement Commission meeting. He will attend the next two meetings on behalf of the Museum Board.  
On March 28<sup>th</sup>, E. Palacios gave an annual Museum Board update to City Council, highlighting the need for the City Charter to give the Museum Board the same power as the Library Board of Trustees, and the need for creating a non-profit Museum foundation to help with Museum funding and aid Harada House. E. Palacios requested a future Board agenda items on reviewing the City Charter and the roles and responsibilities of the Museum Board, including reviewing City Charter section 808.

## REPORT ON MUSEUM OPERATIONS

A. Nguyen reported that the American Alliance of Museums (AAM) reaccreditation progress report will be submitted. The Museum inventory plan will be ready in early May. The damaged brick wall on the Heritage House property will be assessed soon for repair. The Museum Management Consultant report is expected to be received this Friday.

## DISCUSSION/ACTION ITEMS

- 2. Appointment of Sub-Committee for Discussion of Revenue Opportunities for Naming Museum Spaces** The City naming policy does not restrict naming items or building areas, only structure names. A sub-committee consisting of C. Wilson and M. Hughes was approved.  
Motion: C. Wilson  
Second: H. Evans  
Ayes: All

- 3. Supplemental Appropriation- The Community Foundation Clark Fund Annual Contribution-** The current donation and past donations from The Community Foundation were approved as written and authorized to forward to City Council for approval.  
Motion: C. Wilson

Second: H. Evans

Ayes: All

**4. Formal Acceptance of Gift Fund Donations-** the private donation was accepted for use for Educational outreach for the upcoming Tlatilco exhibit.

Motion: C. Wilson

Second: M. Hughes

Ayes: All

**5. Determine Whether Museum Board Member Absences for the March 22, 2017 Board Meeting Should be Recorded as an Excused or Unexcused Absence.**

Jennifer Binkley has resigned from the Museum Board citing work commitments. Elio will reach out and thank Jennifer for her service to the Museum Board.

T. Carpenter's absence was motioned as excused due to work- Motion: M. Hughes, Second: C. Wilson

Ayes: All

C. Wilson's absence due to illness was motioned as excused- Motion: R. Monge, Second: H. Evans, Abstain: C. Wilson

Elio will contact T. Carpenter about his April absence. T. Kinsman will confirm the absence policy with the City Clerk's office.

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

**6. RMM Board Harada House Project Committee-** R. Monge is the newest member of the Committee, replacing Jennifer Binkley. A meeting was held and Payton Hall & Naomi Harada teleconferenced in. The schedule was reviewed for the whole-house structural engineer assessment. This assessment will be more detailed than the most recent 2007 report which will include current condition and construction costs. It was requested that the Harada House Project Committee be the lead on a Harada House Foundation. Current funds are able to be donated to the Riverside Museum Associates and designated for the Harada House Trust which will later be transferred to the foundation. At the next Harada House Project Committee meeting on May 3rd, Councilman Gardner will bring a guest to discuss starting a foundation.

**7. RMM Collections Committee-** No April meeting was held as the Collections intake is still on hold pending any special items to consider for accession. At the March 2017 Collections meeting, 2 donations (4 chairs & 64 pennants) were motioned for approval into the Museum's collections. The report was motioned for approval.

Motion: M. Hughes

Second: H. Evans

Abstain: C. Wilson

**8. RMM Exhibitions Committee-** a meeting will be scheduled soon. C. Wilson volunteered to serve on the Exhibitions Committee, which was confirmed by Chair E. Palacios.

Motion: R. Monge

Second: M. Hughes

Ayes: All

**9. Budget/ Development Committee-** A. Lovell will meet with T. Carpenter on Monday.

**10. Riverside Museum Associates (RMA)-** President Peggy Barnhart introduced Kirke & Venita Jorgensen and thanked them for their donation to the RMA on behalf of the Harada House. May 11<sup>th</sup> will be the RMA Annual Dinner and business meeting. Tickets are \$45 but meeting attendance is free. The Victorian Heritage House Ice Cream Social will be held Sunday June 25<sup>th</sup>. Volunteers are always

needed at the event. This year will be the 125<sup>th</sup> Anniversary of the Heritage House and cake will be served. The upcoming RMA newsletter will highlight the Metropolitan Museum Board members.

#### BOARD MEMBER COMMUNICATIONS

**11. Public Comment Period-** the following members were in attendance and expressed their support of the Museum preserving the Harada House. Any distributed letters will be scanned and uploaded online for public record. Kirke & Venita Jorgensen (RMA), Ellen Estilai, Michiko Yoshimura (local chapter President of the Japanese American Citizens League), and Pastor Monrow Mabon (Riverside African American Historical Society). The e-comment from Frances Vasquez was distributed to the Museum Board.

**12. Brief reports on conferences, seminars, and meetings attended by Riverside Metropolitan Museum Board Members-** none at this time.

**13. Items for future Riverside Metropolitan Museum Board consideration as requested by Board members.**

May 10<sup>th</sup> Museum Board meeting- review of City Charter about roles & responsibilities for Museum Board as similar to the Library Board of Trustees, report from City Attorney's office on the Harada House deed, new sub-committee agenda item for the Naming Spaces, report on Museum main floor exhibit assessment by past contractor Paisley Cato.

**14. Adjournment-** the meeting adjourned at 5:42pm.