



City of Arts & Innovation

Museum of Riverside Board Memorandum

TO: MUSEUM OF RIVERSIDE BOARD DATE: FEBRUARY 26, 2025

FROM: MUSEUM DEPARTMENT WARDS: ALL

**SUBJECT: DISCUSS, RECEIVE, AND FILE THE STRATEGIC PLAN STATUS REPORT
FOR THE QUARTER ENDING DECEMBER 31, 2024**

ISSUE:

To discuss, receive, and file the Strategic Plan status report for the quarter ending December 31, 2024.

RECOMMENDATION:

That the Museum of Riverside Board discuss, receive, and file the Strategic Plan status report for the quarter ending December 31, 2024.

BACKGROUND:

At its meeting on April 27, 2022, the Museum of Riverside Board recommended approval by City Council of a new five-year Strategic Plan for the Museum Department for the fiscal years 2022-2023 through 2026-2027. At its meeting on July 5, 2022, City Council approved a revised and renewed five-year Strategic Plan for the Museum Department for the years 2022-2023 through 2026-2027. The plan now current identifies specific alignment with the City's Envision Riverside 2025 Strategic Plan, which was approved in October 2020.

DISCUSSION:

This report covers the first two quarters of FY2024-2025. For detail on individual actions, please refer to the status lines in red on the attached copy of the plan. All status reports are current as of December 31, 2024. Progress continues to be reported only on strategic actions in the plan; established regular programming and standard operating procedures are not included. The Museum is two-and-a-half years into its five-year plan and is tracking reasonably closely to the goals and their anticipated schedules. There is not as yet a need to revise the plan.

Progress Highlights

1. The main museum project was put out to bid on December 17, 2024. Bids are due back to the City on February 4, 2025.
2. Planning continues on the reopening exhibitions. The schedule has been adjusted with each delay in the main construction project, which has benefitted the front-end planning for these exhibitions.
3. The Harada House projects will resume upon selection of a new architectural design team. The Request for Proposals (RFP) was released, resulting in four responsive submissions. These have been reviewed, and interviews scheduled. As has previously been reported, delays in this project place the Museum's two federal grants at risk.
4. The Request for Proposals (RFP) for a documentarian for the Harada project occurred, resulting in six responsive submissions. These have been reviewed, and interviews will be scheduled early in 2025.
5. Minor projects completed at Heritage House include the carriage house kitchen improvements. Site fencing had to be rebid, which is under way.
6. *Dear Riverside, a letter to our first love*, was on track to complete its run on January 5, 2025, at the Center for Social Justice & Civil Liberties.
7. All one hundred programs for the anniversary year were successfully completed. For every program that had to be cancelled, another was developed and offered, ensuring an even one hundred by December 31, 2024. The 100th anniversary gala was successfully staged at the Riverside Municipal Auditorium on December 12, 2024. Programs were executed with the assistance of nearly three dozen community partner organizations and as many again individual presenters and performers. The 100th anniversary initiatives met and exceeded their fundraising goals.
8. A schedule of programs for 2025 has been drafted, and staff continue to develop small highlight exhibitions for Heritage House.
9. A web developer to be shared by the Museum and Library is in recruitment. When this hire is made, there should be no impediment to completing the website overhaul.
10. The Museum will be due to complete a regular reaccreditation application in 2026. In the area of diversity, equity, accessibility, and inclusion, the Museum is well placed to meet new American of Alliance of Museums standards.
11. Nearly all of the collections and other salvageable items have been removed from the downtown site.
12. A new Curator of History, Taylor Bythewood-Porter, started on October 25, 2024, and Museum Curator Dr. Brenda Buller Focht retired on December 19, 2024.

STRATEGIC PLAN ALIGNMENT:

The activities of the Museum of Riverside align with the Envision Riverside 2025's Strategic Priority, "Arts, Culture and Recreation." Specific programs and activities mentioned in this report support, in particular, Goal No. 1.1 (strengthening Riverside's portfolio of arts, culture, recreation, senior, and lifelong learning programs and amenities), Goal No. 1.2 (enhancing equitable access to arts, culture, and recreational service offerings and facilities), and Goal No. 1.5 (supporting programs and amenities to further develop literacy, health, and education of children, youth, and seniors throughout the community).

Museum programs further support the Strategic Priority, "Community Well-Being." Specific goals supported by Museum programs and partnerships include Goal No. 2.3, which includes

strengthening neighborhood identities, and Goal No. 2.5, which points to fostering relationships between community members and partner organizations.

1. **Community Trust** – The Museum’s department-specific strategic plan guides staff to adhere to the Museum’s mission; keep promises to share and interpret the collections and stories that stem from that mission; and build collaborative programs, relationships, and volunteer opportunities.
2. **Equity** – The Museum’s department-specific strategic plan articulates a range of approaches to ensuring diverse, inclusive, and equitable programming that examines, shares, and celebrates the full diversity of Riverside.
3. **Fiscal Responsibility** – The Museum’s department-specific strategic plan limits the range of activity to what the Museum can support within its allocated budgets and contributed revenues. Transparent processes to select contractors protect taxpayer interests and reflect staff efforts to secure best value for the City in the selection of both goods and services.
4. **Innovation** – The Museum’s department-specific strategic plan includes a range of actions that are original, one-time activities designed to reflect unique local histories and circumstances. The plan guides staff to achieve programmatic ends through proactive cultural partnerships. Innovative approaches to reaching audiences while the main museum remains closed are continuing to be developed.
5. **Sustainability & Resiliency** – The Museum’s department-specific strategic plan includes actions that reflect staff efforts to streamline operations; conserve the Museum’s assets; model and teach cultural and environmental preservation; and give voice and visibility to those who made Riverside what it is today whether recognized in their time or not.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Robyn G. Peterson, Ph.D., Museum Director

Attachment: Strategic Plan 2022-2027 updates as of 12/31/2024