

**MUSEUM OF RIVERSIDE BOARD MINUTES**  
**Virtual Board Meeting**  
**June 23, 2021**  
3580 Mission Inn Avenue, Riverside, CA 92501

**Board Members Present**

Peggy Barnhart, Chair  
Lovelyn Razzouk, Vice-Chair  
Todd Carpenter  
Mary Hughes  
Rose Monge  
Luz Negrón  
Sharon Tennell  
Micah Tokuda

**City Staff Present**

Robyn G. Peterson, Museum Director  
Ann Lovell, Manager of Operations  
Toni Kinsman, Senior Office Specialist  
Amanda Langevin, Office Specialist  
Douglas Long, Curator of Natural History

**Board Members Absent**

Cynthia Zdilor

**CALL TO ORDER**

The meeting was called to order at 3:01 p.m. by Board Chair Barnhart.

**PUBLIC COMMENT**

**1. This is the portion of the meeting specifically set aside to invite your comments regarding any items within the jurisdiction of the Museum of Riverside Board.**

No public eComments were received.

**PRESENTATIONS**

**2. Receive and file a presentation from the Museum of Riverside Office Specialist**

Amanda Langevin gave a presentation on her history with the Museum Department and administrative roles as Office Specialist. This presentation was received and filed.

**COMMUNICATIONS**

**3. Board Chair Report**

Chair Barnhart reported that as of June 30, 2021 City Board and Commissions will be changing from virtual only to a hybrid in-person and virtual meeting format. Board members may attend via Microsoft Teams or in person at the City Hall Council Chambers. An email was sent with details on the new normal update. Museum staff will coordinate parking passes for those who choose to attend in person. Also, timely replies with attendance were requested when receiving the Board agenda packet email.

**4. Board Vice-Chair Report**

Vice-Chair Razzouk had no updates.

**5. Director's update regarding advisory teams, COVID-19 impacts, historic houses, staffing, budget updates, collections, exhibitions and programs, marketing and communications, and volunteer and support opportunities.**

Museum Director Peterson reported that City Council passed the 2021/22 budget as written. The Museum reports to new Interim Assistant City Manager Kris Martinez until the City appoints a replacement for Moises Lopez who left the City for another opportunity. The Museum has applied for two grants. The Museum will be hosting a table during the grand

opening of the new main library on September 26<sup>th</sup>.

## **DISCUSSION AND ACTION CALENDAR**

### **6. Approval of Minutes – May 26, 2021**

The minutes were approved as written.

Motion: Board Member Monge

Second: Board Member Hughes

Abstain: Board member Tokuda

Ayes: Board members Barnhart, Razzouk, Carpenter, Hughes, Monge, Negrón, Tennell

### **7. Determine whether the absence of Museum of Riverside Board member Micah Tokuda on May 26, 2021 should be recorded as excused or unexcused**

A motion was made approve the absence of Micah Tokuda as excused due to work.

Motion: Board Member Hughes

Second: Board Member Razzouk

Abstain: Board member Tokuda

Ayes: Board members Barnhart, Razzouk, Carpenter, Hughes, Monge, Negrón, Tennell

### **8. Code of Ethics and Conduct Annual Review**

The Museum of Riverside Board did not have any recommendations for the Code of Ethics and Conduct Annual Review.

Motion: Board Member Hughes

Second: Board Member Monge

Abstain: Board member Negrón

Ayes: Board members Barnhart, Razzouk, Carpenter, Hughes, Monge, Tennell, and Tokuda

### **9. Accession into the permanent collection five (5) volumes of historic records and documents.**

A motion was made to recommend to City Council to accession into the permanent collection five (5) volumes of historic records and documents.

Motion: Board Member Hughes

Second: Board Member Tokuda

Ayes: All

## **COMMITTEE REPORTS**

**10. Museum Board Development Committee** – receive and file May 28, 2021 draft minutes. Mary Hughes, Committee Chair, reported that a Harada House block party recognition event will be held/planned. Volunteers are needed for the Moon Festival event on September 26<sup>th</sup>.

## **BOARD MEMBER COMMUNICATIONS**

**11. Brief reports on conferences, seminars, and meetings attended by Museum of Riverside Board members** – Luz Negrón reported on the Mayor's Multicultural Forum.

**12. Items for future Museum of Riverside Board consideration as requested by Board members**

Quarterly updates from the Riverside Museum Associates and Harada House Foundation will be presented. A report with the request to appoint Museum Board members to serve at an outreach booth at the September 21<sup>st</sup> evening Chinese Moon Festival event at Heritage House.

The meeting was adjourned at 3:32 p.m.