

METROPOLITAN MUSEUM BOARD MINUTES
February 14, 2018
Riverside Metropolitan Museum
3580 Mission Inn Avenue, Riverside, CA 92501

Board Members Present

Elio Palacios, Jr., Chair
Mary Hughes, Vice-Chair
Todd Carpenter
Holly Evans
Dawn Gleason
Rose Monge

City Staff Present

Robyn G. Peterson, Museum Director
Alex Nguyen, Assistant City Manager
Brenda Focht, Curator of Collections
Toni Kinsman, Senior Office Specialist
Lauren Sanchez, Deputy City Attorney

Absent

Chuck Wilson
Bergis Jules

CALL TO ORDER

The meeting was called to order at 4:03 p.m. Introductions of the Board took place, including the two newest Board appointments (Peggy Barnhart & Lovelyn Razzouk) that will be confirmed in March 2018.

1. PUBLIC COMMENT

No public comments were submitted.

PRESENTATIONS

2. Walkthrough of Museum Gallery Space

Dr. Peterson toured Board Members and meeting attendees through the Museum gallery spaces to show progress during closure. Surplus items have been grouped by subject and will be evaluated individually.

3. Recognition & Appreciation of Elio Palacios, Jr. for 8 years of service on the Metropolitan Museum Board

Chair Palacios was presented with a gift of appreciation and thanked for his service.

4. Board Chair Report

Chair Palacios expressed his gratitude to the Board and discussed his past influences and his tenure on the Museum Board during its growth with increased responsibilities.

5. Riverside Museum Associates (RMA)

RMA President Peggy Barnhart reported that the RMA Annual Dinner & Business Meeting is May 10, 2018 at the Canyon Crest Country Club. Reception begins at 6pm, dinner at 6:30pm (\$45/ person) and business meeting at 7:30pm. The Annual Victorian Ice Cream Social at Heritage House has been moved to May 20, 2018 due to weather.

DIRECTOR'S REPORT FOR ONGOING ITEMS OR MINOR ANNOUNCEMENTS

6. Director's Report regarding Administrative issues; Collections move; Exhibitions and Programs; Facilities; and pending Main Museum Renovation

The Museum has accepted the retirement of Lynn Voorheis, Curator of Collections & Historic Structures and will be posting to fill the vacancy. Additional shelving for the offsite storage facility will be purchased and installed. The Tlatilco exhibition opened at the Riverside Art Museum on February 3, 2018 with a successful opening reception the evening prior. Programming and advertising will be

ongoing for the duration of the exhibit. The Harada House has completed the 4 exterior walls but the Structural Engineer needs to view the interior spaces of the walls. The City is moving forward with a Request for Qualifications for an Architect of Record with historic structure experience.

DISCUSSION AND ACTION CALENDAR

7. Approval of Minutes for the meeting held on January 10, 2018

The minutes were unanimously approved as written.

Motion: M. Hughes Second: D. Gleason

8. Harada House Project Committee Recommendations Regarding Harada House and Robinson House

Assistant City Manager Nguyen presented the written report responses to the five concerns in the December Minutes of the Harada House Project Committee.

1. *Robinson House public presence. Requested immediate structural modifications of conference room, ADA access and facilities.*
 - a) What public presence would the Board like to see?
 - b) What structural modifications are recommended?

Currently there are no funds available for Robinson House, although staff is making it a continuing request of the City's Capital Improvement Program project funding.
2. *Harada House caretaker. Lack of caretaker is a concern. Robinson House could be used for conference center and caretaker residence. Long-term plan recommendation to have caretaker residence in separate structure.*

Staff does not believe a caretaker is necessary right now. The need for a caretaker will be analyzed in the future in addition to an augmented alarm system.
3. *RMM FY18/19 and FY19/20 budget will include a line item for Robinson projects such as structural modifications, HVAC, and ADA requirements.*

There is no line item in the Museum's FY18/19 or FY19/20 budget for Robinson House. No funding from the Museum's budget is available for Robinson House projects in FY18/19 or FY19/20.
4. *An experienced historic preservation Architect of Record is necessary to oversee the entire Harada House project.*

The Architect of Record for the Harada House will be addressed in an upcoming Harada House update to the Board.
5. *In the fundraising for the Robinson House, donors of \$10,000 or more were identified as "Founding Donors." These donors were to be recognized by signage.*

Staff has not yet found written documentation of specific commitments made to donors by the Museum regarding the Robinson House. However, the Museum will proceed to recognize donors of \$10,000 or more in an appropriate and respectful manner.

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

9. Nominating Committee Update

Committee Chair H. Evans reported that the nominations of Mary Hughes as Board Chair and Todd Carpenter as Vice Chair will be voted on during the March 14, 2018 Museum Board meeting.

10. Collections Committee

Minutes of January 2018 meeting were included in the agenda packet. The February meeting was cancelled.

11. Budget/ Development Committee- no report

12. RMM Exhibitions Committee- no report

13. Harada House Project Committee- no report

BOARD MEMBER COMMUNICATIONS

14. Brief reports on conferences, seminars, and meetings attended by Riverside Metropolitan Museum Board Members

M. Hughes commented that she enjoyed attending the Tlatilco exhibit opening.

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

Future agenda items should be directed to incoming Board Chair M. Hughes, Dr. Peterson or Board liaison Toni Kinsman.

16. Adjournment

The meeting was adjourned at 4:47p.m.

The next regular Metropolitan Museum Board meeting is scheduled for Wednesday, March 14, 2018 at 4:00 p.m. in the Museum's 2nd floor conference room.