# Museum of Riverside Board

City of Arts & Innovation

**TO:** **MUSEUM OF RIVERSIDE BOARD** **DATE: DECEMBER 4, 2024**

**FROM:** **MUSEUM OF RIVERSIDE** **WARDS: ALL**

**SUBJECT:** **RECORD MUSEUM OF RIVERSIDE BOARD MEMBER ABSENCE FOR THE OCTOBER 23, 2024, REGULAR MEETING**

## ISSUE:

Record Museum of Riverside Board member absence for the October 23, 2024, regular meeting.

## RECOMMENDATION:

That the Museum of Riverside Board record the absence of Museum of Riverside Board member Mary Sue Berkley from the October 23, 2024, regular meeting as excused (illness).

## BACKGROUND:

Pursuant to the Board/Commission Attendance Policy Resolution No. 23976, 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 if 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 received email notification October 15th that Museum of Riverside Board member Mary Sue Berkley would be unable to attend the meeting due to medical issues.

## FISCAL IMPACT:

There is no fiscal impact associated with this report.

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