



Museum of Riverside Board Memorandum

City of Arts & Innovation

TO: MUSEUM OF RIVERSIDE BOARD **DATE: DECEMBER 5, 2022**
FROM: MUSEUM DEPARTMENT **WARDS: 1 & 5**
**SUBJECT: DISCUSS, RECEIVE, AND FILE THE STRATEGIC PLAN STATUS REPORT
FOR THE QUARTER ENDING SEPTEMBER 30, 2022**

ISSUE:

To discuss, receive, and file the Strategic Plan status report for the quarter ending September 30, 2022.

RECOMMENDATION:

That the Museum of Riverside Board discuss, receive, and file the Strategic Plan status report for the quarter ending September 30, 2022.

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 Envision Riverside 2025 Strategic Plan, which was approved in October 2020.

DISCUSSION:

This report is the first quarterly report the Board will receive on the new five-year plan for 2022-2027. For detail on individual actions, please refer to the status lines in red on the attached copy of the plan. All status reports are as of September 30, 2022.

The five-year Strategic Plan for 2022-2027 was organized under four key functions:

1. Renovation, Expansion, and Access,
2. Inspiring and Connecting,
3. Stewardship, and
4. Maximizing Resources.

At this stage of the plan, no actions have yet been completed. Several are slated for attention later in the five-year period (see those identified as “B” or “C” in the Timetable column) and do not reflect a status report. Progress on some goals remains dependent upon resources that may not at present be foreseeable (for example, increasing the open hours at Heritage House). Please note that regular activities, such as most public programs and maintenance duties, are not reflected in the strategic plan status report.

Progress Highlights

1. Preparations completed to request approval to proceed on the main museum renovation project from City Council on October 4, 2022. As the Board knows, as of the date this report was prepared, the action was approved by City Council right after the close of Q1.
2. Architectural services agreements approved and executed with IS Architecture for Harada House rehabilitation, Phase I, and the Harada House Interpretive Center. Work began.
3. Initial steps taken toward issuing a Request for Proposals (RFP) for services to create a documentary of the Harada House project and history.
4. Main house repainting and wood repairs at Heritage House to be completed in Q2.
5. Progress continues on 100th anniversary (2024) plans, including the exhibition to be hosted at the Center for Social Justice & Civil Liberties, a citywide banner exhibition, and an amplified calendar of programs.
6. Installation of the Casa Blanca mini-museum is anticipated in Q2, progress has been made on the second mini-museum to feature the story of grizzlies (formerly in southern California), and other community exhibition updates provided.
7. Please refer to the range of actions that await the hire of staff in several positions. Three recruitments are anticipated to begin in Q2.
8. Launch of new short video series, “Inside the Vault,” in August 2022, with the technical support of Riverside TV.
9. Progress on video / oral histories relating to the Indigenous boarding school experience.
10. Preparations made for substantial progress in Q2 on vision and core values preparation.
11. Two updated position descriptions obtained pursuant to beginning Q3 recruitments.

STRATEGIC PLAN ALIGNMENT:

The activities of the Museum of Riverside align with the Envision Riverside 2025’s Strategic Priority No. 1, “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 No. 2, “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.

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Attachment: Strategic Plan 2022-2027 updates as of 9/30/2022