



Museum of Riverside Board Memorandum

City of Arts & Innovation

TO: MUSEUM OF RIVERSIDE BOARD **DATE: MARCH 22, 2023**

FROM: MUSEUM DEPARTMENT **WARDS: ALL**

**SUBJECT: RECORD THE ABSENCE OF BOARD MEMBER CARPENTER FROM THE
FEBRUARY 22, 2023, REGULAR MUSEUM BOARD MEETING AS
UNEXCUSED**

ISSUE:

Record the absence of Board Member Todd Carpenter from the February 22, 2023, regular Board meeting as unexcused.

RECOMMENDATION:

That the Museum of Riverside Board record the absence of Board Member Todd Carpenter from the February 22, 2023, regular meeting as unexcused.

BACKGROUND:

Pursuant to the Board/Commission Attendance Policy Resolution No. 23618, 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 whether 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 shall declare the office vacant.

DISCUSSION:

Staff did not receive notification that Board Member Carpenter would not attend the February 22, 2023 regular meeting.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

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