



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: FEBRUARY 9, 2016

FROM: RIVERSIDE METROPOLITAN MUSEUM WARDS: ALL

SUBJECT: RIVERSIDE METROPOLITAN MUSEUM MISSION STATEMENT, INSTITUTIONAL PLAN AND CODE OF ETHICS

ISSUE:

Approval of the Riverside Metropolitan Museum's core documents, the Museum Mission Statement, the Institutional Plan, and the Code of Ethics for museum re-accreditation by the American Alliance of Museums.

RECOMMENDATIONS:

That the City Council:

1. Approve the Museum Mission Statement;
2. Approve the Institutional Plan document; and
3. Approve the Code of Ethics.

BACKGROUND:

The Riverside Metropolitan Museum (RMM) is eligible for a reaccreditation evaluation by the American Alliance of Museums (AAM). The American Alliance of Museums supports museums by developing standards and best practices, providing resources, and advocating for museums. Being an AAM accredited museum demonstrates to donors and other organizations that a museum meets certain museum-industry professional standards. AAM accreditation is required for eligibility for certain grants, programs, and loans of objects and exhibit materials from other institutions.

RMM was last accredited in 2002. Museum reaccreditation typically takes place on a ten-year cycle. However, AAM made changes to the accreditation and reaccreditation processes and consequently adjusted RMM's reaccreditation timeframe from 2012 to 2016.

The AAM reaccreditation process consists of the completion of a self-study document which provides information about museum collections and operations, submission of core documents that have been approved by the museum's governing authority and a site visit by an AAM Accreditation Evaluation Team. The Evaluation Team will visit RMM and speak with public officials, museum stakeholders and RMM staff. The evaluation team then provides feedback to

RMM about areas of strength and areas for improvement, makes a recommendation to grant reaccreditation, and tables the reaccreditation process until improvements can be made, or ultimately deny reaccreditation.

The core documents that guide museum practices are a required element of the reaccreditation process. RMM has prepared the following documents through collaboration with staff and museum stakeholders. The attached documents have been reviewed by the City Attorney's office, RMM's AAM reaccreditation contact, and approved by the Metropolitan Museum Board. They are:

- **Museum Mission Statement**
- **Institutional Plan**
- **Code of Ethics**

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by:	Sarah S. Mundy, Museum & Cultural Affairs Director
Certified as to	
availability of funds:	Brent A. Mason, Finance Director/Treasurer
Approved by:	Alexander T. Nguyen, Assistant City Manager
Approved as to form:	Gary G. Geuss, City Attorney

Attachments:

1. 2015 Museum Mission Statement
2. 2015 Institutional Plan
3. 2015 Code of Ethics