



City of Arts & Innovation

Museum Board Memorandum

TO: METROPOLITAN MUSEUM BOARD **DATE: MARCH 22, 2017**

FROM: ALEXANDER T. NGUYEN, ACTING MUSEUM DIRECTOR

SUBJECT: SUNSHINE ORDINANCE FOR METROPOLITAN MUSEUM BOARD

ISSUE:

Update on the Sunshine Ordinance and how it will affect the Metropolitan Museum Board and public meeting agendas.

RECOMENDATION:

That the Metropolitan Museum Board receive and file this report.

BACKGROUND:

On February 7, 2017, City Council adopted a resolution to apply the Sunshine Ordinance to all Boards & Commissions. Updated requirements that affect the Metropolitan Museum Board include:

1. All boards and commissions shall be subject to the twelve-day agenda publication.
2. All boards and commissions shall be subject to the supplemental agenda materials rule.
3. Codification of current practice that materials submitted by outside parties are not subject to the twelve-day rule and adds provisions for distribution to the public.
4. Special meetings on all days of the week will require a five-day notice.

DISCUSSION:

This resolution affects the timeline for preparation of and submission for the monthly Museum Board agendas and the line items to be prepared for discussion. Museum Administrative staff have earlier internal deadlines to upload agenda items and associated reports into the Granicus Legistar system for management approval routing. To comply with Sunshine Ordinance of all future agenda items to Museum staff for agenda submission at 25 days prior to each Museum meeting.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Alexander Nguyen
Assistant City Manager, Acting Museum Director

Attachment: 2-7-17 City Council Agenda Report, Item 6 (Riverside Municipal Code
Amendment – Sunshine Ordinance)