



*City of Arts & Innovation*

# Museum Board Memorandum

**TO: METROPOLITAN MUSEUM BOARD**

**DATE: MARCH 22, 2017**

**FROM: ALEXANDER NGUYEN, ACTING MUSEUM DIRECTOR**

**SUBJECT: STANDING RULES REVISION**

**ISSUE:**

Review of the Standing Rules of the Board of the Riverside Metropolitan Museum as it relates to revisions, amendments and practices.

**RECOMMENDATION:**

That the Museum Board review the Standing Rules for the change as to the regular meeting date being moved to the second Wednesday of each month (previously second Tuesday) and approved as written.

**BACKGROUND:**

The Standing Rules of the Museum Board document was last reviewed and approved in August 2015 by the Metropolitan Museum Board.

At the May 10, 2016 Museum Board meeting, the regular meetings of the Museum Board was motioned to move from the second Tuesday to the second Wednesday to not conflict with Museum management attendance at City Council meetings. The time remained the same at 4:00pm. This change has been submitted to the City Attorney's office to update the Standing Rules document to reflect the current regular Board meeting schedule.

**FISCAL IMPACT:**

There is no fiscal impact associated with this report.

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

Attachment: Standing Rules of the Museum Board (2017 draft version)