



*City of Arts & Innovation*

# Museum Board Memorandum

**TO: METROPOLITAN MUSEUM BOARD** **DATE: APRIL 12, 2017**

**FROM: ALEXANDER T. NGUYEN** **WARDS: ALL**  
**ACTING MUSEUM DIRECTOR**

**SUBJECT: SUPPLEMENTAL APPROPRIATION- THE COMMUNITY FOUNDATION  
CLARK FUND ANNUAL CONTRIBUTION**

## **ISSUE:**

Acceptance of 2017 and prior annual contributions from The Community Foundation's Charles F. and Wilhelminia E. Clark Fund in the amount of \$33,516.

## **RECOMMENDATION:**

That the Metropolitan Museum Board recommend that the City Council:

1. Approve acceptance of the 2017 annual contribution from The Community Foundation Charles F. and Wilhelmina E. Clark Fund in the amount of \$8,053;
2. Retroactively approve acceptance of the 2003, 2010 and 2016 contribution from The Community Foundation Charles F. and Wilhelmina E. Clark Fund in the combined amount of \$25,463; and
3. Increase revenues and appropriate expenditures in the amount of \$33,516 to the Clark Fund Botany Gallery (Account No. 5305000-450011).

## **BACKGROUND:**

Dr. Charles Clark, a Riverside resident and scientist with the United States Department of Agriculture, established a Museum fund for botanical purposes. Dr. Clark died in 1949 and the Clark Fund was established in 1950. The Community Foundation administers the endowed Charles F. and Wilhelminia E. Clark Fund. Each year, the interest on this account is contributed to the Riverside Metropolitan Museum to be used for botanical purposes. For 2017, the annual contribution is \$8,053.

Annual contributions of \$9,668 in 2003, \$7,660 in 2010 and \$8,135 in 2016 were received but not presented to City Council for approval; these contributions total \$25,463.

## **DISCUSSION:**

In addition to the years that contributions were not taken to City Council for approval, review of the

Clark Fund account revealed that there were years in which the annual contribution was approved by the City Council, but not transferred into the Museum's expenditure account. This has been remedied as of March 15, 2017.

<b>Clark Fund</b>			
<b>Contribution - Year Received</b>	<b>Amount</b>	<b>Council Report Date</b>	<b>Transfer Completed</b>
2002	\$ 10,136	7/9/2002	9/1/2002
2003	\$ 9,668	NO CC REPORT	2017 - Pending Council Approval
2004	\$ 9,102	12/14/2004	12/14/2004
2005	\$ 8,924	6/7/2005	6/7/2005
2006	\$ 9,298	10/10/2006	3/15/2017
2007	\$ 9,892	NO CC REPORT	6/24/2008
2008	\$ 8,363	6/4/2008	6/24/2008
2009	\$ 8,160	8/11/2009	12/1/2011
2010	\$ 7,660	NO CC REPORT	2017 - Pending Council Approval
2011	\$ 7,070	4/26/2011	3/15/2017
2012	\$ 6,860	7/10/2012	3/15/2017
2013	\$ 7,224	8/27/2013	3/15/2017
2014	\$ 7,488	6/3/2014	3/15/2017
2015	\$ 7,854	NO CC REPORT	2/1/2016
2016	\$ 8,135	1/12/2016	2017 - Pending Council Approval
2017	\$ 8,053	TBD	2017 - Pending Council Approval
Total of years without City Council Approval	\$ 25,463	TBD	TBD
Total of years with City Council approval, but no transfer of funds to Museum Clark Fund Account	\$ 37,940	Various	3/15/2017
<b>Total</b>	<b>\$ 63,403</b>		

### **FISCAL IMPACT:**

There is no fiscal impact to the General Fund associated with this report. Once this report is approved by the City Council, funds currently held in the Clark Fund revenue account 0000721-225240 will be transferred into the Clark Fund expenditure account 5305000-450011.

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

Attachment: March 2017 letter from The Community Foundation