

METROPOLITAN MUSEUM BOARD MINUTES

August 9, 2017

Riverside Metropolitan Museum

3580 Mission Inn Avenue ~ Riverside, CA 92501

Board Members Present

Elio Palacios, Jr., Chair
Mary Hughes, Vice Chair
Todd Carpenter
Bergis Jules (A 4:03pm)
Rose Monge
Chuck Wilson

Museum Staff Present

Alexander Nguyen, Asst. City Mgr/Acting Museum Director
Ann Lovell, Senior Administrative Analyst
Brenda Focht, Museum Curator
Toni Kinsman, Senior Office Specialist

Absent

Holly Evans
Dawn Gleason

CALL TO ORDER

The meeting was called to order at 4:02pm.

APPROVAL OF MINUTES

Item 1. Minutes- July 12, 2017

The minutes were approved with the following revision- include Carl Carey as a meeting attendee.

Motion: C. Wilson
Second: M. Hughes
Ayes: All

BOARD CHAIR REPORT

Chair Palacios reminded Board members of their commitment to the community as part of their membership on the Museum Board.

REPORT ON MUSEUM OPERATIONS

No report at this time.

DISCUSSION/ACTION ITEMS

Item 2. Proposed Main Museum Volunteer Docent Program to Open the Museum on Saturdays

The Museum will be working with the Riverside Museum Associates on recruiting a minimum of 40 volunteers to keep the Museum open on Saturdays. The Proposed Docent Program 2017 has been posted on the Museum's website.

A motion was made to acknowledge and receive the report.

Motion: C. Wilson
Second: B. Jules
Ayes: All

Item 3. Review of Museum Collections Committee Process

The purpose of this report is for a clear understanding of what is to come from the Collections Committee regarding donations. The Museum delayed in submitting acquisition reports for proposed collection items by City Council in previous years. The Museum distributed donor letters regarding donations had been accepted by the Museum but missing City Council approval. Donors should not be given letters of gift until after City Council has approved acceptance of the donation. The accession process is complete when City Council accepts the donations, then the donors may be given a letter of gift. Items proposed during calendar year 2016 will be going to Council for final approval. It was proposed to now appear to Council twice a year for approval on proposed accessions recommended by the Collections Committee. Discussion was held in

regards to accepting items relevant to the Museum's mission, the AAM findings that the Museum was accepting objects outside the mission and adding a column to the proposed acquisitions report to indicate the rationale for accepting the item.

A motion was made to receive and file this report.

Motion: M. Hughes

Second: R. Monge

Ayes: All

Item 4. American Alliance of Museums Response to Riverside Metropolitan Museum's Reaccreditation Progress Report

The response to the April 2017 progress report submission was received. An update on Museum closure is due September 8, 2017 and the final report for reaccreditation is due December 18, 2017.

A motion was made to receive and file the report.

Motion: C. Wilson

Second: M. Hughes

Ayes: All

COMMITTEE REPORTS *(written reports are requested for each Committee update)*

Item 5. RMM Board Harada House Project Committee

Documents for the Harada House Foundation have been filed. The name was decided to be changed from Friends of the Harada House to Harada House Foundation. The focus areas of the Harada House Foundation are preservation, financial and outreach. The Riverside Museum Associates Multicultural Council will highlight the Harada House during their Annual Day of Inclusion.

Item 6. Budget/ Development Committee

Updates for the third quarter City of Riverside and FY16-17 Museum-specific budget items were included in the report attachments. A narrative or summary for future quarterly updates will be provided.

A motion was made to receive and file the report.

Motion: C. Wilson

Second: M. Hughes

Ayes: All

Item 7. RMM Collections Committee

A meeting was held on August 9, 2017.

Item 8. RMM Exhibitions Committee

A meeting will be scheduled by Brenda Focht in September to review the Tlatilco exhibit and brainstorm future exhibits. Dawn Gleason is also a new Museum Board representative for the Exhibitions Committee.

Item 9. Riverside Museum Associates (RMA)

The RMA will host a brainstorming session for Heritage House activities on September 14th at the Canyon Crest Country Club. The Heritage House re-opens for the season on September 8th. The Annual Moon Festival will be October 5th at the Heritage House. Phillip Falcone in the Mayor's Office has agreed to assist the RMA with marketing towards college students.

BOARD MEMBER COMMUNICATIONS

Item 10. Public Comment Period

Luz Negron spoke on item 2 regarding future Museum youth volunteers that are between the ages of 15-18, especially high school students with required community service hours.

Frances Vasquez- submitted an eComment online and written letter to the Board Chair regarding the Museum archives.

Steve Moreno Terrill- spoke about access to the archives and the ability to scan or photograph the materials.

Item 11. Brief reports on conferences, seminars, and meetings attended by Riverside Metropolitan Museum Board Members- none at this time

Item 12. Items for future Riverside Metropolitan Museum Board consideration as requested by Board members.

Acting Director Nguyen will submit a written staff report for the trip to the Missouri History Museum.

Item 13. Adjournment- the meeting adjourned at 5:23pm.