



*City of Arts & Innovation*

# Museum Board Memorandum

**TO: METROPOLITAN MUSEUM BOARD** **DATE: MAY 9, 2018**

**FROM: MUSEUM DEPARTMENT**

**SUBJECT: DISCUSS REVISIONS TO METROPOLITAN MUSEUM BOARD STANDING RULES**

## **ISSUE**

Review proposed revisions to Metropolitan Museum Board Standing Rules in Riverside Municipal Code Section 2.12.020 and provide direction on further action toward formal acceptance of revisions.

## **RECOMMENDATIONS**

That the Metropolitan Museum Board:

1. Review and approve proposed revisions, copyedits, and updates to the Metropolitan Museum Board Standing Rules in Riverside Municipal Code Section 2.12.020; and
2. Discuss steps that are necessary to formalize revisions.

## **BACKGROUND**

The Metropolitan Museum Board adopted its Standing Rules on January 12, 1982, which are codified in Riverside Municipal Code (RMC) Section 2.12.020. In response to changing Museum circumstances, the Standing Rules have been revised several times since their adoption (1996, 2006, and 2015 [twice]).

## **DISCUSSION**

Heightened public scrutiny of the conduct of public entities nationwide, as well as local public concerns regarding the future of the city assets embodied by the Museum, have prompted the addition of proposed clauses 1.A. and 3.E in the Standing Rules (attached). The proposed wording makes explicit the Board's intent to operate in compliance within the highest professional standards in support of the Museum.

The proposed wording in clause 1.E. aligns thresholds for monetary gift review and acceptance

with the City's Minor Donation Acceptance Policy (Number 06.011.00) contained within the Administrative Manual. The Administrative Manual does not provide guidance on gift acceptance to the Museum and Library departments because these departments operate under Standing Rules that are linked to the Municipal Code and the City Charter.

The proposed wording in clause 6.A. gives the Board flexibility to choose its meeting locations, recognizing in particular that the conference room at 3580 Mission Inn Avenue will not be available during the forthcoming building renovations.

Other revisions clarify or regularize language usage, or correct minor formatting or punctuation irregularities.

### **FISCAL IMPACT**

There is no fiscal impact associated with this report.

Prepared by:	Mary Hughes, Metropolitan Museum Board Chair
Submitted by:	Robyn G. Peterson, Ph.D., Museum Director
Approved by:	Alexander T. Nguyen, Assistant City Manager

Attachment:	Proposed Standing Rules revision
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