

METROPOLITAN MUSEUM BOARD MINUTES

October 10, 2018

Riverside Metropolitan Museum

3580 Mission Inn Avenue, Riverside, CA 92501

Board Members Present

Mary Hughes, Chair
Peggy Barnhart
Dawn Gleason
Rose Monge
Lovelyn Razzouk
Deb Whitney

City Staff Present

Robyn G. Peterson, Museum Director
Lauren Sanchez, Deputy City Attorney
Brenda Focht, Museum Curator
Toni Kinsman, Senior Office Specialist
Lisa Masengale, Curator of Historic Structures

Absent

Todd Carpenter, Vice-Chair
Bergis Jules
Chuck Wilson

CALL TO ORDER

The meeting was called to order at 4:05 p.m.

1. PUBLIC COMMENT – no public comment.

PRESENTATIONS

2. Board Chair Report

Board Chair Hughes welcomed the newest Museum staff member, Lisa Masengale, Curator of Historic Structures. The response has been positive from Council members to expand the Museum board by two members. The next step is a ordinance to update the Municipal Code.

3. Riverside Museum Associates (RMA)

RMA President Robin Whittington reported that the RMA yard sale has been scheduled for November 3rd and will be held at the home of Phillip Falcone. The latest RMA newsletter has been sent to all RMA members. The Heritage House Black Veil event has begun and in the opening weekend alone received donations to match a regular month and toured 71 guests. The RMA Multicultural Council will be hosting the day of Inclusion on December 8th at the Chavez Center. Donations for the event are requested.

4. Harada House Foundation (HHF)

Elio Palacios has resigned as HHF Vice-President. Another donation was received, bringing the total donations to \$8,000.

5. Director's update regarding administration and budget, staffing, collections, facilities, main museum renovation, exhibitions and programs, and community engagement

In addition to the written report, Director Peterson reported that collections are being rearranged at the storage facility to prepare for new storage cabinets as well as racking for the Harada siding and garage. City Council approved use of CDBG funds to renovate Robinson House. The Museum held a site walk with 35 representatives from architectural firms in attendance. A video tour and answers to questions will be uploaded online. The deadline for RFP submissions is October 25th. LaVerne University students will be using the annual Victorian Christmas Open House at Heritage House to create an event marketing template for the Museum. Results of the survey regarding possible exhibition topics was distributed.

DISCUSSION AND ACTION CALENDAR

6. Approval of minutes for the meeting held on August 8, 2018

This item was moved to the next Museum Board meeting for approval.

7. Determine Duties for Metropolitan Museum Board Standing and Ad-Hoc Committees

The Harada House Project Committee (HHPC) may no longer qualify as an ad-hoc committee due to the inception date and long-term objectives. If the HHPC becomes a standing board committee, it is subject to the Brown Act with required published agendas, minutes, and open meeting format. Director Peterson will discuss further with Deputy City Attorney Sanchez.

A motion was made to accept the report with amendments, including the duties described in the report for its standing and ad-hoc committees and accepting changing the name of the Nominating Committee to the Board Development Committee.

Motion: P. Barnhart
Second: D. Gleason
Ayes: All

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

8. Harada House Project Committee (HHPC) – minutes from the September HHPC meeting were included in the Board packet.

9. Budget/ Development Committee – no report.

BOARD MEMBER COMMUNICATIONS

10. Brief reports on conferences, seminars, and meetings attended by Riverside Metropolitan Museum Board members – no updates

11. Items for future Riverside Metropolitan Museum Board consideration as requested by Board members. Any items for discussion should be submitted to Director Peterson with the revised deadline of 34 days prior to meeting date.

12. Adjournment

The meeting was adjourned at 4:36 p.m.

*The next regular Metropolitan Museum Board meeting is scheduled for
Wednesday, November 14, 2018 at 4:00 p.m. in the Museum conference room*