



City of Arts & Innovation

Metropolitan Museum Board Memorandum

TO: METROPOLITAN MUSEUM BOARD **DATE: OCTOBER 23, 2019**

FROM: MUSEUM DEPARTMENT

**SUBJECT: PRESENTATION ON CITY OF RIVERSIDE'S NEW VOLUNTEER
MANAGEMENT SOFTWARE**

ISSUE:

Receive presentation on the City of Riverside's new volunteer management software.

RECOMMENDATION:

That the Metropolitan Museum Board receive a presentation on the City of Riverside's new volunteer management software.

BACKGROUND:

The Museum Department is among the first to have been set up to use Get Connected, the City's new software to manage the recruitment, tracking, and recognition of volunteers. The Museum anticipates that the new system will facilitate both long- and short-term volunteer opportunities in all areas, including public facing and behind-the-scenes.

DISCUSSION:

Staff has prepared a presentation on the City of Riverside's new volunteer management software. The new software has the ability to electronically track volunteer time via a phone application, a kiosk currently located at the Heritage House and a computer or laptop. It also provides a faster application process and allows the Museum Department to have increased control over active listings and volunteer referrals to the Human Resources Department.

While Board members are volunteers, members of Boards and Commissions are not at this time required to sign on with the new system unless they contribute volunteer hours in addition to their Board service. However, Board members are encouraged to track volunteer hours through Get Connected.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by:	Robyn G. Peterson, Ph.D., Museum Director
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