



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: JANUARY 7, 2020**

FROM: MUSEUM DEPARTMENT **WARDS: ALL**

SUBJECT: DONATION FROM RIVERSIDE MUSEUM ASSOCIATES IN THE AMOUNT OF \$29,189 TO SUPPORT MUSEUM DEPARTMENT – SUPPLEMENTAL APPROPRIATION

ISSUE:

Accept a donation from the Riverside Museum Associates in the amount of \$29,189 to support the Museum Department.

RECOMMENDATIONS:

That the City Council:

1. Accept a donation from the Riverside Museum Associates in the amount of \$29,189 to support the Museum Department to be deposited into a Museum Special Deposit Account; and
2. Authorize a transfer of \$29,189 from the Museum Special Deposit Account to a Museum Revenue Account and appropriate expenditures in the same amount to a Museum Support Expenditure Account.

BACKGROUND:

The Riverside Museum Associates (RMA) is a non-profit 501(c)(3) that was incorporated as a private support group for the Museum of Riverside (Museum) in 1963. The RMA supports the Museum by providing volunteers for outreach and events, fundraising and receiving donations to support Museum programs, and assisting with collections care and the acquisition of collection objects.

RMA volunteers supported the Museum through over 2,747 documented hours of volunteer support in 2018 for outreach and events at the Heritage House Victorian House Museum (Heritage House). This support included events such as Heritage House Ice Cream Social, Victorian Christmas Open House, Day of Inclusion, Victorian teas, *Behind the Black Veil: Victorian Mourning Traditions*, and docent-led tours of the Victorian Heritage House Museum. RMA volunteers also participate in collection inventory, maintaining the gardens at Heritage House, collections care, and outreach. The table below summarizes the hours of documented volunteer service provided by RMA over a three-year period.

Year	Hours of documented volunteer service by RMA	Fulltime equivalent
2018	2,747	1.3
2017	7,404	3.6
2016	9,563	4.6

The decrease in the number of volunteer hours since 2016 is a result of the closure of the downtown main museum site in September 2017. Since the closure, the Museum has had only one site open to the public: Heritage House Victorian House Museum. Once the Museum re-opens after the renovation project, the Museum expects volunteer hours and opportunities to exceed pre-closure numbers.

DISCUSSION:

The RMA has donated gift funds in the amount of \$29,189 to support the Museum Department. This donation will provide support for professional conservation and care of collection objects, one-time site maintenance tasks at Heritage House, one-time programs at Heritage House, and student transportation for school field trips to Heritage House for students in the Riverside Unified School District and Alvord School District.

FISCAL IMPACT:

The Fiscal Impact is an increase in Museum Revenue and Expenditures in the amount of \$29,189. The donation of \$29,189 will be applied to activities that were not budgeted and would not have been undertaken without RMA support. Upon approval, a transfer of revenues in the amount of \$29,189 will be made from Special Deposits Account No. 000721-225250 to Revenue Account No. 9909200-339000 and an offsetting appropriation in expenses will be made to the Museum Support expenditure account 9909200-440309.

Prepared by: Robyn G. Peterson, Ph.D., Museum Director
 Certified as to
 availability of funds: Edward Enriquez, Chief Financial Officer/City Treasurer
 Approved by: Lea Deesing, Assistant City Manager
 Approved as to form: Gary G. Geuss, City Attorney