



Museum of Riverside Board Memorandum

City of Arts & Innovation

TO: MUSEUM OF RIVERSIDE BOARD **DATE: FEBRUARY 26, 2020**

FROM: MUSEUM DEPARTMENT

SUBJECT: DIRECTOR'S UPDATE REGARDING THE MAIN MUSEUM RENOVATION AND EXPANSION, HISTORIC HOUSES, STAFFING, COLLECTIONS, EXHIBITIONS AND PROGRAMS, MARKETING AND COMMUNICATIONS, AND VOLUNTEER AND SUPPORT OPPORTUNITIES

ISSUE:

Receive and file Director's Update regarding main museum renovation and expansion, historic houses, staffing, collections, exhibitions and programs, marketing and communications, and volunteer and support opportunities.

RECOMMENDATION:

That the Museum of Riverside Board receive and file Director's Update regarding main museum renovation and expansion, historic houses, staffing, collections, exhibitions and programs, marketing and communications, and volunteer and support opportunities.

DISCUSSION:

Main Museum Renovation and Expansion

A staff presentation to the City's Budget Engagement Commission (BEC) is scheduled for February 13, 2020. Museum Director Robyn G. Peterson will present for discussion details of the three (3) renovation and expansion options presented by Pfeiffer Partners Architects at their October 2019 workshop. The options include a renovation-only upgrade of systems in the existing historic building, a renovation and one-story addition with roof terrace, and a renovation with two-story addition. The Museum is unable to advance to Phase II of the architectural design process until further direction is given. The Museum is pleased to acknowledge the dozens of members of the public who have expressed their support in person and via e-comments in advance of prior BEC and City Council meetings.

Historic Houses

A list of projects that each carries estimated costs exceeding \$20,000 was submitted for the revision of the City's Capital Improvements Projects (CIP) list. Projects for Heritage House totaled \$960,000. Funding is yet to be determined for all of these projects, but staff are investigating funding options for those identified as the most critical needs, such as addressing the accessibility and safety issues posed by the paths and building approaches. An application

for Community Development Block Grant (CDBG) funding was submitted for the ADA pathway project. If successful, the work will be conducted during the summer of 2021. The Museum will report back as other opportunities to address each of these tasks arise. A fresh coat of paint on the carriage house and tank house is expected to be completed in February 2020. The first item of parlor furniture has been transported to conservators who will oversee reupholstering. The costly project of appropriately reupholstering all of the parlor furniture has been in the making for several years, and staff are pleased to be able to undertake this project, thanks to the financial support of the Riverside Museum Associates.

Lisa Masengale, Curator of Historic Structures, has discovered evidence of new termite and beetle infestation in Harada House. As it has been more than the prescribed number of years since the last termite treatment, staff are proceeding as quickly as possible to obtain estimates to tent the house.

Staffing

Staff are delighted to be supported during the spring semester by three (3) California Baptist University (CBU) student interns: Jacob Dexter Cook, Tatiana Flores, and Micayla Wright. All three (3) are interested in a range of projects, including collections support, research and documentation, small exhibit development, assistance with education programs, audience research, and participation in the development of new Museum policies and procedures.

Collections

By the time of this meeting, a prolonged deep freeze process for the majority of the Museum's dry biological specimens will have been completed, and all encapsulated specimens moved to secure offsite storage. Staff thanks the City's Marketing Department and TV station for video-documenting this behind-the-scenes process and preparing a brief video, which will be made publicly available shortly.

Scheduling the migration of collection record data from Argus to TMS Collections software is under way. The process must be completed by April 2020.

Exhibitions and Programs

Fancy That: Appliqué Quilts 1850-2007, a small exhibition drawn from the permanent collections, will be featured at Heritage House during the month of March 2020. A special program on National Quilting Day—March 21st—will take place at Heritage House. The traditional spring teas will take place at Heritage House on April 5, 2020 and May 2, 2020.

First Sundays continue through the school year. The Museum will again participate in Let's Explore Riverside, which will focus on downtown sites only on May 2, 2020. Although it remains impossible to permit public entry to the house, staff will be present at Harada House to discuss the significance of the site.

While the exhibition is not a Museum production, Board members are encouraged to visit a traveling trailer exhibition about the Tuskegee Airmen, at two (2) locations in Riverside, May 25-29, 2020. The locations include the air show at the Riverside Municipal Airport and the Convention Center parking lot downtown.

Save the early evening of August 13, 2020 for a special discussion forum that the Museum will be coordinating in honor of the 100th anniversary of the ratification of the 19th Amendment giving women in the U.S. the right to vote. Details to follow.

Marketing and Communications

Staff, members of the Board and community Marketing Advisory Team, and CBU graphic design instructor Mike Berger met with the Marketing Department to move the Museum's rebranding process forward. Next steps include audience testing of a short list of brand concepts, followed by full brand development and preparation of a graphic standards manual.

Volunteer and Support Opportunities

Board members who are registered as City of Riverside volunteers are encouraged to assist in the delivery of upcoming programs. Note: board members are not automatically registered as volunteers. To register as a volunteer, visit <https://riversideca.gov/human/employee-hub/training-development/volunteering>. Asterisks in the chart below indicate large events for which assistance would be most appreciated. Opportunities to demonstrate support at City Council and other public sessions are indicated in [blue](#).

Upcoming program	Date and time	Volunteer opportunity
First Sunday, "Pinkies Up!" (tea etiquette)	March 1, 1:00 – 4:00 p.m.	Assist in set-up and program delivery
Year-in-review presentation to City Council and Museum of Riverside Board's presentation to City Council	March 17; check agenda for specific time	Attend meeting
National Quilting Day program	March 21, noon – 3:00 p.m.	Assist with set-up and program delivery
First Sunday, "Reptile Round-Up"	April 5, 1:00 – 4:00 p.m.	Assist in set-up and program delivery
* Tamale Festival	April 18, 11:00 a.m. – 7 p.m.	2- or 3-hour shift assisting at Museum's booth
* Insect Fair	April 25, 10:00 a.m. – 4 p.m.	2- or 3-hour shift in butterfly tent or bug booth
Explore Riverside Together (Harada House)	May 2, time TBD	2-hour shift to orient public to Harada story

Board members are encouraged to check in regularly with their Council members. The chart below includes Council Assistants' contact information:

Council Member	Assistant	Assistants' emails	Assistants' phones
Ward 1 – Erin Edwards	Paloma Montes	pmontes@riversideca.gov	951-826-5242
Ward 2 – Andy Melendrez	Miguel Lujano	mlujano@riversideca.gov	951-826-5419
Ward 3 – Ronaldo Fierro	Caleb Ragan	cragan@riversideca.gov	951-826-5905
Ward 4 – Chuck Conder	Frank Arreola	farreola@riversideca.gov	951-826-2318
Ward 5 – Gaby Plascencia	Araceli Ruiz	aruiz@riversideca.gov	951-826-5328
Ward 6 – Jim Perry	Sandy Garcia	sgarcia@riversideca.gov	951-826-2528
Ward 7 – Steve Hemenway	Lizeth Vega	lvega@riversideca.gov	951-826-5024

FISCAL IMPACT:

There is no fiscal impact associated with this report.

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