

## **METROPOLITAN MUSEUM BOARD MINUTES**

**January 22, 2020**

3580 Mission Inn Avenue, Riverside, CA 92501

### **Board Members Present**

Mary Hughes, Chair  
Todd Carpenter, Vice-Chair  
Peggy Barnhart  
Rose Monge  
Luz Negrón  
Lovelyn Razzouk  
Chuck Wilson

### **City Staff Present**

Robyn G. Peterson, Museum Director  
Brenda Focht, Museum Curator  
Toni Kinsman, Senior Office Specialist  
Ruthann Salera, Deputy City Attorney

### **Absent**

Micah Tokuda

### **CALL TO ORDER**

The meeting was called to order at 3:05 p.m.

### **PUBLIC COMMENT**

**1. This is the portion of the meeting specifically set aside to invite your comments regarding any items within the jurisdiction of the Metropolitan Museum Board.**

No public comment.

### **PRESENTATIONS**

**2. Chair Report** – Board Chair Hughes thanked the Board for attendance or eComments at the Budget Engagement Committee (BEC) meeting on January 16<sup>th</sup>. New Board member Luz Negrón was introduced.

### **3. Riverside Museum Associates (RMA)**

The Multicultural Council Day of Inclusion event was held December 14, 2019 at Historic Camp Anza. During the month of February, the Heritage House will feature some Victorian Valentine's Day traditions. The RMA will be hosting a spring fundraising campaign. The RMA will host an outreach table at the Insect Fair in April featuring Heritage House.

### **4. Harada House Foundation (HHF)**

Chuck Wilson reported that a meeting of the Foundation board will be held on January 27<sup>th</sup> to strategize on the fundraising campaign.

**5. Director's update regarding Board Standing Rules, Strategic Plan, main museum renovation and expansion, historic houses, staffing, collections, exhibitions and programs, and marketing and communications and community support.**

Museum Director Peterson listed six items in her report for which the Museum Department could use the assistance of the Museum Board. Board Member Carpenter suggested a seventh item for Board accountability: to contact their Council members and remain in contact

with their ward updates/newsletters/activities for participation. The next BEC meeting will be Thursday February 13, 2020 at 5:00 p.m., when the Museum Department will present museum renovation options. The Museum budget for fiscal years 20/21 and 21/22 are being submitted for review; the non-personnel allocation remains the same as the current fiscal year's budget. The remaining natural history specimens are currently in deep freeze until mid-February at an offsite location in a freezer trailer. The Museum will be moving forward in selecting its top designs for brand development. The request for expansion from nine Board members to eleven was denied by the Governmental Affairs Committee. Section 6 of the Standing Rules regarding (incorrect) regular meeting dates will not be updated due to the lengthy process involved in changing the Standing Rules. The Gallery Systems collection software conversion will occur by April 2020.

## **DISCUSSION AND ACTION CALENDAR**

### **6. Approval of minutes for the meeting held on December 11, 2019**

The minutes were approved as written.

Motion: Board Member Wilson

Second: Board Member Barnhart

Ayes: Board Members Hughes, Carpenter, Barnhart, Razzouk, Wilson

Abstain: Board Members Monge, Negrón

### **7. Determine whether the Board member absences from the October 23, 2019 meeting should be recorded as an excused or unexcused**

Karen Peterson resigned from the Board January 21, 2020 via email due to work commitment; her absence was voted as unexcused. The absence of Rose Monge (illness) was approved as excused.

Motion: Board Member Barnhart

Second: Board Member Wilson

Ayes: Board Members Hughes, Carpenter, Barnhart, Razzouk, Wilson

Abstain: Board Members Monge, Negrón

### **8. Accession of World War II WAVES (Women Accepted for Volunteer Emergency Service) hats (3), insignia (bars [15], studs [1], cuff links [2], pins [11], and photograph belonging to WAVES Lieutenant Junior Grade Mary Boynton**

A motion was made by the Museum of Riverside Board to recommend to City Council for approval of World War II WAVES (Women Accepted for Volunteer Emergency Service) hats (3), insignia (bars [15], studs [1], cuff links [2], pins [11], and photograph belonging to WAVES Lieutenant Junior Grade Mary Boynton into the permanent collection.

Motion: Board Member Wilson

Second: Board Member Barnhart

Ayes: All

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

**9. Museum Budget Committee** – Chair Todd Carpenter – no report.

**10. Museum Board Development Committee** – Chair Peggy Barnhart – no report. The next meeting will be held January 24, 2020 at 3 p.m. at La Sierra University School of Business.

**BOARD MEMBER COMMUNICATIONS**

**11. Brief reports on conferences, seminars, and meetings attended by Riverside Metropolitan Museum Board members** – Museum Director Peterson encouraged Board members to visit other Museum institutions and request to speak with staff/behind the scenes tours on what to do/not to do. Museum staff will be heading to the Los Angeles Natural History Museum on March 11<sup>th</sup> as a best practices field trip.

The Trujillo Adobe Foundation will be hosting tours on February 8<sup>th</sup> from 10 a.m. – 2 p.m.; interested Board members should contact Luz Negrón for reservations.

**12. Items for future Riverside Metropolitan Museum Board consideration as requested by Board members** – Report from the Development Committee with slate of nominees for Board Chair and Vice Chair. A discussion item on Museum Board Member participation at the Insect Fair.

The meeting was adjourned at 3:50 p.m.

*The next regular Museum Board meeting is scheduled for  
Wednesday, February 26, 2020, at 3:00 p.m. in the Museum conference room.*