

**MUSEUM OF RIVERSIDE BOARD MINUTES**  
**Virtual Meeting**  
**June 24, 2020**

3580 Mission Inn Avenue, Riverside, CA 92501

**Board Members Present**

Peggy Barnhart  
Todd Carpenter  
Mary Hughes  
Rose Monge  
Luz Négron  
Lovelyn Razzouk  
Micah Tokuda  
Chuck Wilson  
Cynthia Zdilor

**City Staff Present**

Robyn G. Peterson, Museum Director  
Ann Lovell, Manager of Operations  
Toni Kinsman, Senior Office Specialist  
Lauren Sanchez, Deputy City Attorney

**CALL TO ORDER**

The meeting was called to order at 3:07 p.m. by Board Chair Hughes.

**1. Welcome new Board member Cynthia Zdilor (citywide Ward 1)**

*This item took place with agenda item 6 due to technical difficulties experienced by Board member Zdilor.*

As a 60-year resident of Riverside and retired schoolteacher, Cynthia enjoys being an active docent at the Mission Inn Museum and looks forward to working with the Museum Board.

**PUBLIC COMMENT**

**2. 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 comments were submitted by the 1:00 p.m. eComment deadline on [www.engageriverside.com](http://www.engageriverside.com)

**PRESENTATIONS**

**3. Presentation from City Attorney's Office regarding Conflict of Interest and Ethics Training**

Deputy City Attorney Lauren Sanchez gave an annual refresher and training on the Brown Act, Conflict of Interest, and Code of Ethics.

**4. Riverside Museum Associates (RMA)**

RMA President Robin Whittington emailed a report to file. No meetings have been held. The spring fundraiser did not take place due to COVID-19. The RMA's Multicultural Council's Annual Day of Inclusion event will be held December 12, 2020 at the new main library in downtown Riverside. A video documentary by the Class of 2020 titled "Coping with COVID" is being created for the event.

**5. Harada House Foundation (HHF)**

Sarah Mundy is serving as Acting President after the resignation of Chuck Wilson as the President of the Harada House Foundation as it continues its three-phased fundraising campaign. A July interview is scheduled for Assemblyman José Medina and Congressman Mark Takano. HHF has reviewed its bylaws to expand the board and recruit additional members for development. The HHF website is up and running with active PayPal link for donations to the nonprofit. Sarah Mundy requested that the Museum Board write letters of support to be used for the upcoming August meeting when the California State Landmark nomination is under consideration.

**6. Chair Report** – no report. Chair Hughes welcomed the newest Museum Board member Cynthia Zdilor and invited her to give a brief introduction.

### **DIRECTOR COMMUNICATIONS**

**7. 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 reminded the Board that museum ethics prevents them from possessing any deaccessioned museum artifacts from collections even by purchase in open sales at fair market value. Funds from the sale of deaccessioned objects are also restricted to use and are deposited into a restricted City account.

### **DISCUSSION AND ACTION CALENDAR**

*A motion was made to move agenda item 12 to before item 8 to allow for the nomination and election of Board officers.*

#### **12. Nomination and election Museum of Riverside Board officers**

A motion was made to approve Peggy Barnhart as Board Chair and Lovelyn Razzouk as Board Vice-Chair.

Motion: Board Member Wilson

Second: Board Member Carpenter

Ayes: Unanimous

The meeting continued under new Board Chair Barnhart for the remaining agenda items.

#### **8. Approval of minutes for the meeting January 22, 2020**

The minutes were approved as written.

Motion: Board Member Hughes

Second: Board Member Monge

Ayes: Unanimous

#### **9. Minutes – Meeting on February 20, 2020 cancelled due to lack of quorum.**

The minutes were received and filed.

#### **10. Minutes – Meetings on March 25, April 22, and May 27, 2020 cancelled due to COVID-19**

These minutes were received and filed.

**11. Determine whether the Board member absence from the January 22, 2020 meeting should be recorded as excused or unexcused**

A motion was made to excuse Micah Tokuda due to business.

Motion: Board Member Wilson

Second: Board Member Carpenter

Abstain: Board Member Tokuda

Ayes: Board Members Razzouk, Wilson, Hughes, Barnhart, Négron, Monge, Zdilor, Carpenter

**13. Report on Harada House architectural assessments**

The report on the 2019 assessments of Harada House and staff analysis were presented. The report was received and filed.

**14. Code of Ethics and Conduct Annual Review**

The following recommendation was moved by the Museum Board to be forwarded for consideration by the Board of Ethics: create an acknowledgement form to be signed by Board and Commission members to acknowledge receipt of updated Code of Ethics and Conduct (RMC 2.78).

Motion: Board Member Negron

Second: Board Member Hughes

Abstain: Board Members Wilson and Monge

Ayes: Board Members Razzouk, Hughes, Barnhart, Négron, Zdilor, Carpenter, Tokuda

**15. Accession into the permanent collection of one (1) architectural illustration of a proposed World War II memorial for downtown Riverside by Riverside architect Henry L. A. Jekel**

The Museum of Riverside Board recommended that City Council approve the accession of one (1) architectural illustration of a proposed World War II memorial for downtown Riverside by Riverside architect Henry L. A. Jekel into the Museum's permanent collection.

Motion: Board Member Wilson

Second: Board Member Hughes

Ayes\*: Board members Razzouk, Wilson, Hughes, Barnhart, Négron, Monge, Zdilor, Carpenter

**16. Deaccession from the permanent collection of one (1) Diegueño shaman's ceremonial feathered basket hat (A83-373)**

The Museum of Riverside Board recommended that City Council approve the deaccession from the permanent collection of one (1) Diegueño shaman's ceremonial feathered basket hat (A83-373) from the Museum's permanent collection. This ceremonial sacred artifact will be returned to the Kumeyaay people.

Motion: Board Member Wilson

Second: Board Member Carpenter

Ayes\*\*: Board members Razzouk, Wilson, Barnhart, Négron, Monge, Zdilor, Carpenter

**17. Update on Museum of Riverside proposed emergency one-year budget for FY20-21**

The Museum will not be able to fill three (3) vacant positions due to the 14.25% decrease in the upcoming fiscal year budget. The budget was received and filed.

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

**18. Museum Budget Committee** – no report.

**19. Museum Board Development Committee** – no report. All Board members received in advance of the meeting a newly updated Board binder with in-depth information for the Museum department.

**BOARD MEMBER COMMUNICATIONS**

**20. Brief reports on conferences, seminars, and meetings attended by Museum of Riverside Board members** – no report.

**21. Items for future Museum of Riverside Board consideration as requested by Board members** – future Board agenda items were requested for reviewing the Board standing committees / chairs, activities / ideas to keep the Museum in the public eye during extended closure, and new Board name badges.

The meeting was adjourned at 4:35 p.m.

*The next regular Museum Board meeting is scheduled for  
Wednesday, July 22, 2020, at 3:00 p.m. virtually at EngageRiverside.com*

\*4:19 p.m. No vote by Board member Tokuda who disconnected and left early from the virtual meeting prior to the vote.

\*\*4:22 p.m. No vote by Board members Tokuda (left early and disconnected) or Hughes (disconnected due to tech issue then later reconnected)