MUSEUM OF RIVERSIDE BOARD MINUTES
Virtual Meeting
August 26, 2020
3580 Mission Inn Avenue, Riverside, CA 92501

Board Members Present	**City Staff Present**
Peggy Barnhart	Robyn G. Peterson, Museum Director
Todd Carpenter	Ann Lovell, Manager of Operations
Mary Hughes	Toni Kinsman, Senior Office Specialist
Rose Monge	Lauren Sanchez, Deputy City Attorney
Luz Négron	Moises Lopez, Deputy City Manager
Lovelyn Razzouk	
Micah Tokuda	
Chuck Wilson	
Cynthia Zdilor	

CALL TO ORDER
The meeting was called to order at 3:12 p.m. by Board Chair Peggy Barnhart.

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 comments were submitted by the 1:00 p.m. eComment deadline on www.engageriverside.com

PRESENTATIONS
2. Board Chair Report
Chair Barnhart requested that Board members announce when they have to leave the virtual meeting so attendance may be tracked and a quorum ensured, and to reply back to Toni Kinsman, Senior Office Specialist, with attendance intentions when the board agenda packet is received via email.

3. Board Vice Chair Report
Vice-Chair Razzouk encouraged the Board to interact with the Museum's social media pages on Facebook and Instagram as well as share with friends and family to increase engagement.

DIRECTOR COMMUNICATIONS
4. Director's update regarding Board news, COVID-19 impacts, historic houses, staffing, collections, exhibitions and programs, and marketing and communications and volunteer and support opportunities.
Museum Director Peterson added that Harada House was recently awarded a half million dollars for rehabilitation from the Save America's Treasures program administered by the National Park Service. The grant requires a one-to-one match, which staff and the Harada House Foundation are underway to raise. The Museum is expecting confirmation of a designation of Harada House as a California State Historic Landmark. It is already a National

Historic Landmark.
Museum staff was recently trained on the new collections' management software. The City of Riverside / Museum Department received a share of the City's federal CARES Act funding to begin digitizing distance learning for schools, public programs, and tours. Robinson House is now red-tagged due to structural conditions and is moving forward through the complex process toward reconstruction of the site to align with what is known of the house in the 1930s, approximately midway in the period of significance for Harada House next door.

DISCUSSION AND ACTION CALENDAR

5. Update on new collections forms

This item was received and filed - no discussion.

6. Collection Activity for FY2019-2020

This item was received and filed - no discussion.

7. To discuss, receive, and file the Strategic Plan status report for the year ending June 30, 2020.

This item was received and filed. Chair Barnhart looks forward to adult programming, especially for seniors and teens. Vice-Chair Razzouk commented on the RUSD 3rd grade programming. Board member Hughes clarified that the Museum Director will serve as the Manager of Institutional Advancement until the position can be filled.

8. Board Committee, Advisory group, and engagement options

Chair Barnhart would like to have quarterly meetings held by the Museum Standing Committees and staff advisory teams. The following Museum Board members have been appointed and accepted roles to serve as liaison for updates / reports / presentations to the Museum Board. If no meeting / updates are available to report at the designated Board meeting, the liaison will report no activity.

<u>Board Standing Committees / Board member liaison</u> (subject to Brown Act / Sunshine Ordinance)
Budget and Development Committee / Todd Carpenter
Board Development Committee / Mary Hughes (new committee member Cynthia Zdilor)

<u>Museum of Riverside staff advisory teams / Board member liaison</u>
Collections Committee / Chuck Wilson
Harada House Project Team / Rose Monge (new team member Luz Négron)
Advisory Branding and Marketing Team / Lovelyn Razzouk
Advisory Design Team / Todd Carpenter
Advisory Program Team / Lovelyn Razzouk (new team member)

A motion was made to return at the September Board meeting to discuss and approve a schedule of reporting from the Museum Board liaisons for the Museum Board Standing Committees and Museum of Riverside advisory teams as listed above.
Motion: Board Member Wilson
Second: Board Member Hughes

Ayes: Unanimous

COMMITTEE REPORTS (written reports)

9. Museum Budget Committee – no report.

10. Museum Board Development Committee – no report.

BOARD MEMBER COMMUNICATIONS
11. Brief reports on conferences, seminars, and meetings attended by Museum of Riverside Board members – no report.

12. Items for future Museum of Riverside Board consideration as requested by Board members – review and discussion of the presentation schedule for Museum Board Standing Committees and Museum of Riverside Advisory Group updates, as well as approval of Minutes for June, July, and August 2020.

A discussion was held on the upcoming regular 4th Wednesday (3:00 p.m.) Board meetings.
A motion was made with the following revised virtual schedule due to holidays:

September 23, 2020 regular meeting 3:00 p.m. Museum of Riverside Board virtual
October 28, 2020 regular meeting 3:00 p.m. Museum of Riverside Board virtual (may be cancelled if insufficient agenda items)
November 18, 2020 special meeting 3:00 p.m. Museum of Riverside Board virtual
November 25, 2020 regular meeting cancelled due to holiday
December 23, 2020 regular meeting cancelled due to holiday
January 27, 2021 regular meeting 3:00 p.m. Museum of Riverside Board virtual

Motion: Board Member Wilson
Second: Board Member Hughes
Ayes: Unanimous

The meeting was adjourned at 3:59 p.m.