



Museum of Riverside Board Memorandum

City of Arts & Innovation

TO: MUSEUM OF RIVERSIDE BOARD

DATE: FEBRUARY 24, 2021

FROM: MUSEUM DEPARTMENT

SUBJECT: FORMAL ACCEPTANCE OF GIFT FUND DONATIONS

ISSUE:

Formal acceptance of two monetary gifts from private donors.

RECOMMENDATIONS:

That the Museum of Riverside Board:

1. Approve the acceptance of a monetary gift from a private couple in the amount of \$10,000 restricted for the National Historic Landmark Harada House rehabilitation; and
2. Recommend that the City Council authorize acceptance of a monetary gift from a private couple in the amount of \$50,000 restricted for the National Historic Landmark Harada House rehabilitation.

BACKGROUND:

The City Charter requires all City funds, including private donations, be deposited into the City Treasury. All gift fund expenditures are paid from a General Fund expenditure account after the City Council considers the necessary appropriation. Gift fund donations are held in a Museum donations account, pending appropriation to the General Fund.

The Museum receives monetary donations from various individuals, groups, and private foundations. The City of Riverside's Administration Manual includes a section governing donation acceptance (06.011.00), which notes that gift acceptance for the Museum is governed by Section 808(f) of the City Charter and Section 2.12.020(f) of the Riverside Municipal Code (RMC). The Standing Rules of the Museum of Riverside Board collate Charter and RMC content and augment it.

The RMC and Standing Rules were amended and approved pursuant to Ordinance No. 7496 on November 19, 2019. As a result of the amendments, Section 2.12.020(e) identifies the role of the Board in relation to gift acceptance. Section 2.12.020(e) reads as follows:

Make recommendations regarding the acceptance or rejection of proposed gifts of money specifically designated for the museum's purposes, as follows: acceptance of monetary donations valued at \$2,500 or below may be approved by the Museum Director; acceptance of monetary donations valued more than \$2,500 and up to \$25,000 may be approved or declined by the Board or the City Chief Financial Officer/City Treasurer; monetary donations valued more than \$25,000 must be approved by City Council upon recommendation by the Board;

DISCUSSION:

In November 2019, the Harada House Foundation (HHF) launched a \$6.5 million campaign for the rehabilitation of Harada House, its interpretation, and to create an endowment for long-term stewardship. Since then, the three entities established to accept monetary support for this and other Museum projects—the HHF, the Riverside Museum Associates, and the Museum itself—have received gifts and grants to advance the Harada campaign.

All monetary gifts received by the Museum in 2020 were donated with restrictions to use the funds for the Harada House project. The funds will contribute toward a 1:1 match requirement for the federal "Save America's Treasures" grant of \$500,000, received by the Museum of Riverside / City of Riverside in August 2020 to begin the rehabilitation of Harada House. Of the gifts that came directly to the Museum, eighteen gifts totaling \$7,810 were received from private individuals and fall within the Museum Director's discretion to accept. The gift of \$10,000 falls within the Museum of Riverside Board's discretion to accept. The gift of \$50,000 requires City Council approval upon recommendation of the Museum Board for acceptance:

Donor	Amount	Date of gift
A private couple	\$10,000.00	October 23, 2020
A private couple	\$50,000.00	November 10, 2020

All funds received to date have been deposited in the interest-bearing account held by the City and restricted for use on Harada House at the direction of the Museum (0000721-225468).

FISCAL IMPACT:

The fiscal impact associated with this report is an increase to the Museum's Harada House Donations account (0000721-225468) in the amount of \$60,000.

Prepared by:	Robyn G. Peterson, Ph.D., Museum Director
Certified as to availability of funds:	Edward Enriquez, Chief Financial Officer/City Treasurer
Approved by:	Moises Lopez, Deputy City Manager