



*City of Arts & Innovation*

# Museum of Riverside Board Memorandum

TO: MUSEUM OF RIVERSIDE BOARD DATE: MAY 26, 2021

FROM: MUSEUM DEPARTMENT WARDS: ALL

SUBJECT: DISCUSS, RECEIVE, AND FILE THE STRATEGIC PLAN STATUS REPORT  
FOR THE QUARTER ENDING MARCH 31, 2021

## **ISSUE:**

To discuss, receive, and file the Strategic Plan status report for the quarter ending March 31, 2021.

## **RECOMMENDATION:**

That the Museum of Riverside Board discuss, receive and file the Strategic Plan status report for the quarter ending March 31, 2021.

## **BACKGROUND:**

At its meeting on June 12, 2019, the Metropolitan Museum Board recommended approval by the City Council of a new five-year Strategic Plan for the Museum Department for the fiscal years 2019-2020 through 2023-2024. At its meeting on November 5, 2019, the City Council approved the Museum Department's five-year Strategic Plan.

## **DISCUSSION:**

The five-year Strategic Plan is organized under five key objectives:

1. Renovating,
2. Exhibiting and Engaging,
3. Embracing Community,
4. Strengthening Fundamentals, and
5. Maximizing Resources and Stewarding Assets.

Actions are associated with point people, estimated costs, timetables, audiences, and success criteria. Progress on those actions with timetables that are immediate ("A" in the Plan) are reported in the red status lines for each action on the attachment.

The Museum is moving as quickly to advance the initiatives identified for completion during the first half of the plan. Delays have resulted from threats to the stability of City funding that are

beyond the Museum's control, the pandemic being one example, and to processes that are slowed by short-staffing in many City departments. Certain actions, such as advisory team meetings and work sessions, are difficult or impossible to pursue effectively on virtual platforms.

Other highlights include:

1. Further progress on assessment and practical preservation of City archival assets occurred with a review of historic records (initiated by the Clerk's office) and a review of primarily sister cities' material (initiated by the Mayor's office). A small number of recommendations for the Museum's permanent collection will result.
2. The Museum nears completion of the rebrand process with City leadership approvals being the last step before we can announce and begin to use the new brand.
3. Progress on the launch of a program of small "pocket" exhibitions was solid. A newly designed exhibit unit has been delivered, and two exhibitions are in the works: one to use the new unit and one to fit a very small space in the Riverside County Courthouse.
4. Digital historic house tours are well into production.
5. The scheduled reopening of Heritage House has jump-started revisioning of the docent program and docent training process.
6. Internship program is active. UCR has been the more recent Museum partner.
7. The 2021 Insect Fair was offered virtually only. The Museum was an active participant but looks forward to a return to the in-person event in 2022.
8. Revision of the Museum-specific ethics policy is underway with the goal of full approval in time for the interim report due in August to the American Alliance of Museums' Accreditation Commission.
9. Requests for Proposals for both the Harada House and Robinson House projects are completed at the Museum staff level.
10. Grant funding is sought and researched continually. Formal inquiries or full applications are submitted at least a couple of times each month.
11. Collections documentation, housing, and monitoring is improving at a brisk pace.
12. A new Education and Interpretation Policy was adopted.

### **ALIGNMENT WITH CITY STRATEGIC PLAN:**

The Riverside 2025 Strategic Plan was adopted in late 2020. See a related report in this meeting packet, which describes areas of alignment between the Riverside 2025 Strategic Plan and the Museum's strategic plan. Establishing metrics to gauge progress of all departments toward Citywide goals is underway. When the metrics are finalized, staff will begin to report on the Museum's progress on contributing toward meeting to Citywide strategic objectives.

### **FISCAL IMPACT:**

There is no fiscal impact associated with this report.

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Attachment:	Museum Strategic Plan 2019-2024 updates as of 3/31/2021
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