

METROPOLITAN MUSEUM BOARD MINUTES

April 10, 2019

Riverside Metropolitan Museum

3580 Mission Inn Avenue, Riverside, CA 92501

Board Members Present

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

City Staff Present

Robyn G. Peterson, Museum Director
Ann Lovell, Operations Manager
Lauren Sanchez, Deputy City Attorney
Brenda Focht, Museum Curator
Doug Long, Curator of Natural History

Absent

Dawn Gleason

CALL TO ORDER

The meeting was called to order at 4:00 p.m.

1. PUBLIC COMMENT

Luz Negrón – spoke about the Riverside Asian American Walking Tour on May 20, 2019 and the 100-year Anniversary of Emiliano Zapata.

PRESENTATIONS

2. Board Chair Report – Board chair Hughes requested that Board members communicate their attendance to Museum staff to ensure a quorum.

3. Riverside Museum Associates (RMA)

Peggy Barnhart gave a brief update on Heritage House and RMA activities.

4. Harada House Foundation (HHF)

Four firms responded to the Request for Proposals (RFQ) for historic preservation architectural services. Interviews were conducted and two firms have been selected.

5. Director's update regarding strategic planning, main museum renovation and expansion, historic houses, staffing, collections, exhibitions and programs, community engagement, and marketing communications.

In addition to the written report, Director Peterson requested Board attendance to show support at the April 23rd City Council meeting for the approval of the Phase 1 design contract and Museum name change. Encapsulation of the Harada House siding has been completed. The renovation of the Robinson House is being re-bid as a design-bid-build project with construction separate from property management, adding an estimated additional three to six months to the project schedule. Over 120 applications were received for the Collections Registrar position. Insect Fair is April 27, 2019.

6. Presentation from City Attorney's Office regarding Brown Act, Code of Ethics and Conduct, and Board and Commission member duties

Deputy City Attorney Lauren Sanchez gave a presentation to the Board on the Brown Act. Another Board presentation will be scheduled at a later date for Code of Ethics.

DISCUSSION AND ACTION CALENDAR

7. Approval of minutes for the meeting held on March 13, 2019

The minutes were approved as written.

Motion: Board Member Wilson

Second: Board Member Monge

Ayes: All

8. Determine whether Museum Board member absences for the March 13, 2019 Museum Board meeting should be recorded as excused or unexcused

The absence of L. Razzouk was approved as excused due to illness.

Motion: Board Member Barnhart

Second: Board Member Wilson

Ayes: All

9. Receive an update on the Riverside Metropolitan Museum's two-year budget for Fiscal Years 2018-2020.

This report was received and filed.

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

10. Board Development Committee – minutes attached to Board agenda. Committee members are P. Barnhart, L. Razzouk, M. Hughes. Director Peterson is the staff liaison. A Board handbook is in the process of being created.

BOARD MEMBER COMMUNICATIONS

11. Brief reports on conferences, seminars, and meetings attended by Riverside Metropolitan Museum Board members – no report.

12. Items for future Riverside Metropolitan Museum Board consideration as requested by Board members.

13. Adjournment

The meeting was adjourned at 4:42 p.m.

The next regular Metropolitan Museum Board meeting is scheduled for Wednesday, May 8, 2019 at 4:00 p.m. in the Museum conference room.