



Museum of Riverside Board Memorandum

City of Arts & Innovation

TO: MUSEUM OF RIVERSIDE BOARD DATE: DECEMBER 4, 2024

FROM: MUSEUM DEPARTMENT WARDS: ALL

**SUBJECT: DISCUSS, RECEIVE, AND FILE THE STRATEGIC PLAN STATUS REPORT
FOR THE QUARTER ENDING SEPTEMBER 30, 2024**

ISSUE:

To discuss, receive, and file the Strategic Plan status report for the quarter ending September 30, 2024.

RECOMMENDATION:

That the Museum of Riverside Board discuss, receive, and file the Strategic Plan status report for the quarter ending September 30, 2024.

BACKGROUND:

At its meeting on April 27, 2022, the Museum of Riverside Board recommended approval by City Council of a new five-year Strategic Plan for the Museum Department for the fiscal years 2022-2023 through 2026-2027. At its meeting on July 5, 2022, City Council approved a revised and renewed five-year Strategic Plan for the Museum Department for the years 2022-2023 through 2026-2027. The plan now current identifies specific alignment with the City's Envision Riverside 2025 Strategic Plan, which was approved in October 2020.

DISCUSSION:

This report covers the first quarter of FY2024-2025. For detail on individual actions, please refer to the status lines in red on the attached copy of the plan. All status reports are current as of September 30, 2024. Progress continues to be reported only on strategic actions in the plan; established regular programming and standard operating procedures are not included. The Museum is more than two years into its five-year plan and is tracking reasonably closely to the goals and their anticipated schedules. There is not as yet a need to revise the plan.

Progress Highlights

1. The main museum architectural design process is nearly complete and expect to put the project out to bid in 2024-2025, Q2.
2. Planning continues on the reopening exhibitions, which includes the new Nature Lab (indoors and out). These projects are on schedule.
3. The Harada House projects are suspended pending selection of a new architectural design firm. Termination of the agreements with IS Architecture was formalized during this quarter.
4. Issuance of the Request for Proposals (RFP) for a documentarian for the Harada project is expected in Q2.
5. Minor projects to improve the Heritage House site have progressed although there have been unexpected setbacks, such as unresponsive bidders and contractors producing unacceptable work.
6. Projects at Heritage House and elsewhere that require a Curator of History remain on pause until the new Curator begins in Q2.
7. *Dear Riverside, a letter to our first love*, opened very successfully on July 25, 2024, and will continue on view through January 5, 2025, at the Center for Social Justice & Civil Liberties. Adjunct programming at the Center has been ongoing.
8. Seventy-three of the hundred programs for the anniversary year had been successfully completed by September 30, 2024, with several drawing record attendance.
9. Progress occurred on the website overhaul, although without a firm date yet set for the site to go live. Continued progress is dependent upon a hire taking place in the Office of Communications.
10. In-person and digital outreach has occurred regularly in the context of the 100 Programs for 100 Years calendar.
11. Collections management and collections storage projects have been placed on pause as the magnitude of the tasks are reassessed pending the move of all remaining contents of the main museum building.
12. Fundraising mechanisms that are new to this Museum are getting under way in the context of the 100th anniversary gala.

STRATEGIC PLAN ALIGNMENT:

The activities of the Museum of Riverside align with the Envision Riverside 2025's Strategic Priority, "Arts, Culture and Recreation." Specific programs and activities mentioned in this report support, in particular, Goal No. 1.1 (strengthening Riverside's portfolio of arts, culture, recreation, senior, and lifelong learning programs and amenities), Goal No. 1.2 (enhancing equitable access to arts, culture, and recreational service offerings and facilities), and Goal No. 1.5 (supporting programs and amenities to further develop literacy, health, and education of children, youth, and seniors throughout the community).

Museum programs further support the Strategic Priority, "Community Well-Being." Specific goals supported by Museum programs and partnerships include Goal No. 2.3, which includes strengthening neighborhood identities, and Goal No. 2.5, which points to fostering relationships between community members and partner organizations.

1. **Community Trust** – The Museum's department-specific strategic plan guides staff to adhere to the Museum's mission; keep promises to share and interpret the collections

and stories that stem from that mission; and build collaborative programs, relationships, and volunteer opportunities.

2. **Equity** – The Museum’s department-specific strategic plan articulates a range of approaches to ensuring diverse, inclusive, and equitable programming that examines, shares, and celebrates the full diversity of Riverside.
3. **Fiscal Responsibility** – The Museum’s department-specific strategic plan limits the range of activity to what the Museum can support within its allocated budgets and contributed revenues. Transparent processes to select contractors protect taxpayer interests and reflect staff efforts to secure best value for the City in the selection of both goods and services.
4. **Innovation** – The Museum’s department-specific strategic plan includes a range of actions that are original, one-time activities designed to reflect unique local histories and circumstances. The plan guides staff to achieve programmatic ends through proactive cultural partnerships. Innovative approaches to reaching audiences while the main museum remains closed are continuing to be developed.
5. **Sustainability & Resiliency** – The Museum’s department-specific strategic plan includes actions that reflect staff efforts to streamline operations; conserve the Museum’s assets; model and teach cultural and environmental preservation; and give voice and visibility to those who made Riverside what it is today whether recognized in their time or not.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

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Attachment: Strategic Plan 2022-2027 updates as of 9/30/2024