



Safety, Wellness and Youth Committee

City of Arts & Innovation

TO: SAFETY, WELLNESS, AND YOUTH COMMITTEE DATE: APRIL 16, 2025
FROM: MUSEUM DEPARTMENT WARDS: ALL
SUBJECT: APPROVED PROPOSED WORKPLAN FOR THE MUSEUM OF RIVERSIDE BOARD

ISSUE:

Approve the proposed 2025 workplan for the Museum of Riverside Board.

RECOMMENDATION:

That the Safety, Wellness and Youth Committee approve the proposed 2025 workplan for the Museum of Riverside Board.

BACKGROUND:

To ensure that the work of boards and commissions aligns with the City Charter and Envision Riverside 2025 Strategic Plan, the City Manager’s Office requested each board and commission develop an Annual Workplan.

DISCUSSION:

The Museum of Riverside Board was established to serve in an advisory capacity to the City Council in matters pertaining to the museum sites, scope, growth and development, daily operations, and activities. Specific powers, duties, and functions are identified in Riverside Municipal Code Section 2.12.020.

2024 Workplan Results

Goal	Strategic Plan Alignment	Update	Status
Providing feedback on progress updates of Museum of Riverside Strategic Plan	Arts, culture and recreation	Museum Board receives quarterly updates on the Museum of Riverside Strategic Plan and has the opportunity to ask questions and discuss progress toward strategic plan goals and objectives.	Completed
Volunteering to support Museum of Riverside programs and events	Arts, culture and recreation	Museum Board members have supported Museum programs and events through attending programs like Nights with the Museum, the Museum's 100th Anniversary Exhibition opening reception, presenting a Nights with the Museum talk, performing at Christmas Open House, and similar.	Completed
Approving accessions and deaccessions to Museum Collections	Community well-being	In FY23-24, the Museum Board approved three accession reports and two deaccession reports. The Museum Board's recommendations to City Council supported the Museum's Collections Committee recommendations.	Completed
Receiving training on the Brown Act, also known as California's Open Meeting Law	High performing government	Pending scheduling by City Clerk for 2025. Training completed in February 2024.	Completed
Selecting date and time for special meeting due to winter holidays	High performing government	October 2024 meeting	Completed
Reviewing the City of Riverside's Code of Ethics and Conduct	High performing government	June 2024 meeting	Completed
Electing Museum of Riverside Board Officers	High performing government	February 2025 meeting	Completed
Reviewing the Museum Department's budget	High performing government	April 2024 meeting	Completed

2025 Workplan Objectives and Goals for the Museum of Riverside Board:

1. Providing feedback on progress updates of Museum of Riverside Strategic Plan
2. Volunteering to support Museum of Riverside programs and events
3. Approving recommendations to City Council regarding accessions and deaccessions to Museum collections
4. Receiving training on the Brown Act, also known as California's Open Meeting Law
5. Selecting date and time for special meeting due to winter holidays
6. Reviewing the City of Riverside's Code of Ethics and Conduct

7. Electing Museum of Riverside Board Officers
8. Reviewing the Museum Department's budget

FISCAL IMPACT

There is no fiscal impact related to this report.

Prepared by:	Ann Lovell, Manager of Operations
Approved by:	Robyn G. Peterson, Ph.D., Museum Director
Certified as to	
Availability of funds:	Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by:	Kris Martinez, Assistant City Manager
Approved as to form by:	Jack Liu, Interim City Attorney

Attachments:

1. Proposed 2025 Workplan
2. Presentation