



Museum of Riverside Board

City of Arts & Innovation

TO: MUSEUM OF RIVERSIDE BOARD **DATE: APRIL 24, 2024**
FROM: MUSEUM OF RIVERSIDE **WARDS: ALL**
**SUBJECT: RECORD MUSEUM OF RIVERSIDE BOARD MEMBER ABSENCES FOR THE
FEBRUARY 28, 2024, REGULAR MEETING**

ISSUE:

Record Museum of Riverside Board member absences for the February 28, 2024, regular meeting.

RECOMMENDATION:

That the Museum of Riverside Board:

1. Record the absence of Museum of Riverside Board member Lovelyn Razzouk from the February 28, 2024, regular meeting as excused (business); and
2. Record the absence of Museum of Riverside Board member Todd Carpenter from the February 28, 2024, regular meeting as unexcused (no notice).

BACKGROUND:

Pursuant to the Board/Commission Attendance Policy Resolution No. 23976, Board Members shall make every effort to notify the administrative staff 24 hours prior to any regular meeting of his/her intent not to attend said meeting. The Board is required to express in its official minutes if the absence of the Board Member is excused or unexcused.

Pursuant to City Charter Section 805, if a member of a Board or Commission is absent from three consecutive regular meetings unless by permission of the Board or Commission expressed in its official minutes, the City Council can declare the office vacant.

DISCUSSION:

Staff received email notification that Museum of Riverside Board member Lovelyn Razzouk would not attend the February 28, 2024, regular meeting due to a work conflict.

Staff did not receive any notification from outgoing Museum of Riverside Board member Todd Carpenter. His term officially ended February 28, 2024.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Toni Kinsman, Senior Office Specialist
Approved by: Robyn G. Peterson, Ph.D., Museum Director