



# Museum of Riverside Board Memorandum

*City of Arts & Innovation*

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**TO: MUSEUM OF RIVERSIDE BOARD**

**DATE: MAY 24, 2023**

**FROM: MUSEUM DEPARTMENT**

**WARDS: ALL**

**SUBJECT: DISCUSS, RECEIVE, AND FILE THE STRATEGIC PLAN STATUS REPORT  
FOR THE QUARTER ENDING MARCH 31, 2023**

**ISSUE:**

To discuss, receive, and file the Strategic Plan status report for the quarter ending March 31, 2023.

**RECOMMENDATION:**

That the Museum of Riverside Board discuss, receive, and file the Strategic Plan status report for the quarter ending March 31, 2023.

**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 is the second quarterly report on the five-year plan for 2022-2027. For detail on individual actions, please refer to the status lines in red on the attached copy of the plan. All status reports are as of March 31, 2023. Note that progress is reported on strategic actions in the plan; established regular programming and standard operating procedures are not included.

**Progress Highlights**

1. The schematic design phase of the architectural design process for the main museum

renovation concluded. This is the first of the three key phases (schematic, design development, construction documents). Opportunities for community and public input were scheduled for April and May.

2. Semi-monthly meetings continue with the Harada House and Harada House Interpretive Center architects and engineer. The design development phase nears completion.
3. Required tasks are under way in advance of the path resurfacing project slated for summer 2023. The project remains on schedule.
4. Progress on 100<sup>th</sup> anniversary (2024) plans included further work to bring the exhibition plan into readiness for the Exhibition Designer to begin work. The staff's plan to offer 100 programs in 2024 advanced with development of a calendar for the year.
5. By the date of this meeting, the Casa Blanca mini-museum will have been installed in the SSgt. Salvador J. Lara Casa Blanca Library.
6. The Museum's supplementary progress report requested by the American Alliance of Museums' Accreditation Commission was submitted for their January deadline and accepted. An additional supplementary progress report is request in early 2024.
7. Three recruitments are progressing: Curator of History (offer made), Associate Educator (new hire Kimberly Cobb to began April 14, 2023), and Exhibition Designer (offer made). Museum hosted two UCR history interns in Q3 and will host another in Q4.
8. New HVAC units for the Museum's primary collections storage warehouse improve staff's ability to maintain conditions to appropriate standards.
9. The last of the Museum's policies requiring overhaul—ethics and conduct—was reviewed by staff, HR, and the City Attorney and is presented to the Museum Board at today's meeting.

## **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.

Prepared by: Robyn G. Peterson, Ph.D., Museum Director

Attachment: Strategic Plan 2022-2027 updates as of 3/31/2023