

City of Ontario
Ontario Museum of History & Art
Board of Trustees
Virtual Meeting - Zoom
May 26, 2020, 6:00 PM

Minutes

1. Call Meeting to Order: President Chris Kueng called the meeting to order.
2. Pledge of Allegiance.
3. Roll Call: Board members present were Chris Kueng, Joe Caskey, Rick Caughman, Ada Lopez and Randy del Turco. City Council Liaison Debra Dorst-Porada, MA Liaison Leslie Sherwood-James, Museum Director John Worden, Curator of Collections Michelle Sifuentes, Curator of Exhibition Leslie Matamoros.

Additional: Helen McAlary

4. Approval of Minutes
 - Minutes of May 12, 2020 were approved on a motion by Randy del Turco and seconded by Ada Lopez.
5. Public Comment – None
6. City Council Liaison –Everyone is doing the best that they can. The City of Ontario is a retail center and is feeling the affects of the Governor’s 6-month extension for business owners to pay their retail and sales tax. There is a \$34 million short fall, but the city will be ok with that amount and will use its reserves and other options. Waiting for safety measures to be put in place so that City Hall can open to the public soon. Just received notice that barbershops and hair salons can reopen with modifications.
7. Staff Report – Director’s Report
Director discussed the Covid-19 Chronicles, a joint documenting project with the Museum and Library. The website (<https://www.ontarioca.gov/covid19chronicles>) was provided and the Board was encouraged to share out the information. The Museum just started promoting the project on social media. Curator of Collections, Michelle Sifuentes, gave more information regarding what items they are looking for.
8. Strategic Planning – Team Reporting
Before discussion CLC Executive Director, Helen McAlary stated that an email was sent from one of the members of the board to all of the other members of the board regarding this agenda item that inadvertently violated the Brown Act and as such the email would be made available to members of the public.

C. Kueng: Would like to complement everyone on working together on these tasks. We followed a process that works, thank you to everyone involved.

J. Worden presented a summary of the three breakout groups and explained what was meant by digital environment. This includes a virtual platform, social media, website, online programs, etc. Things that the Museum are currently doing include social media posts, e-newsletter, Covid-19 Chronicles, Arts & Culture website, and the CLC virtual Website. There are concerns on the amount of time and funds are needed for increasing the Museum's virtual content and staff availability. Having more of a virtual presence has always been a goal of the Museum and the current pandemic has accelerated the need regarding the need for virtual content. The Agency are now seeing what resources they have available to create content. The Museum will be looking to see what grants are available to help with cost, also looking into exploring different types of partnerships as a way to help with cost. Discussion took place on what the Museum could do, what City resources and outside resources are available, and ideas on different content and what can the Board do to help. The consensus of the group is that it would be nice if the Museum was able to have a standalone website that allows for a better visitor experience. The staff will reach out to the Communications and IT departments to see what assistance they can provide.

9. Museum Associates/Liaison Comments –

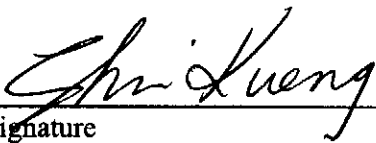
- Will be asking for input on the Museum Associates case statement. The Museum store has thought of putting items online in the past and after looking at a museum store site, thinking about showcasing one item to sell online. Asked Board to brainstorm on what one item the store could sell that best represents the Museum.

10. Museum Board of Trustees Comments

- Rick Caughman – Thanked everyone for their participation and passion. The Board can work nimbly and support the hard-working staff. If we take care of the easy stuff first and it is significant then we can be on our way. We can create our own identity.
- Joe Caskey – Great meeting. A lot of information and options were given out. Wants to highlight the website as something we can work on now and make it sparkle & shine. Virtual tours are another thing that we can work on. Let's not lose sight on what the community wants and not what we think they want.
- Randy del Turco – Thanked everyone for their participation, without it we wouldn't have a museum. Should continue to do what we are doing, think about what we can do to help the museum that does not cost a lot of money.
- Ada Lopez – Excited to see the museum work on its own website. Really enjoyed the experience of everyone working together. Looking forward to continuing to work together.
- Chris Kueng – Feels the group had another great discussion tonight and is impressed with the thoughts that people shared. We continue to do great things because we are a great team. Thank you to staff, Museum Associates, Agency &

City Council Liaison for their support. The groundwork we are laying down will help us achieve accreditation. It is ok to start small and move forward.

11. Future Agenda Items – Next question for the board to think about for next meeting:
 - How can we be more meaningful and involved with the community?
12. Next Meeting:
 - Special Board Meeting: June 9, 2020 4PM
 - Regular Board Meeting: June 23, 2020 6PM
 - Special Board Meeting: June 30, 2020 4PM
13. Motion to Adjourn by Rick Caughman, seconded by Randy del Turco, 7:47 PM.

 6-9-2020

Signature