

City of Ontario
Ontario Museum of History & Art
Board of Trustees
Virtual Meeting - Zoom
August 25, 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, Rick Caughman, Randy del Turco and Ada Lopez. City Council Liaison Debra Dorst-Porada, Museum Associate Liaison Leslie Sherwood-James, Museum Director John Worden, Curator of Collections Michelle Sifuentes, Curator of Education Anitra Bishop.

Additional: Community, Life & Culture Executive Director Helen McAlary
4. Approval of Minutes
 - Minutes of July 28, 2020 were approved on a motion by Rick Caughman and seconded by Randy del Turco.
5. Public Comment – None
6. City Council Liaison – Happy to find the history of the Euclid Nativity Scenes. Disappointed to hear that the City of San Jose did not keep their mural, they were discarded in 1990. It is important to maintain this local history and take care of these nativity scenes.
7. Staff Report – Director’s Report –
 - J. Worden introduced the new Curator of Education, Anitra Bishop. She come to the museum from Columbia Memorial Space Center in Downey. A. Bishop is happy to be here.
 - A selection has been made for the Assistant Curator position; HR is working on the hiring process.
 - The Museum is still closed to the public and staff is aware of the lobbying by the California Association of Museums to reopen museums in the state. We are looking forward to reopening when it is allowed.
 - The Museum sent out a postcard listing the upcoming virtual programs and the new website. It was noted that there are some issues accessing the website and the Museum will work with Communications to fix that before it goes officially live on September 1st.
 - The Museum suffered from several broken windows in the North wing and South wing. The windows have been boarded up and repairs are underway. J. Worden went over the construction plans for the new offsite Collections Storage, the Built

on Water exhibit, ADA bathroom and the Carlson Gallery. Construction should be completed within the fiscal year. Due to the extensiveness of the first-floor collection move and the in-house construction, the South wing and Gem of the Foothill will need to be closed to the public.

- The Museum is doing a hybrid of programming, combining online workshops with hands-on activities. We are currently planning on a virtual candle decoration workshop. Participants will pick up a craft kit for the program.

8. **Old Business – Recognition of Past Board Members**

The City will be providing a plaque to former board members, to ensure that those who leave the board gets some recognition. The preference is to present Joe Caskey's plaque in person, but if this cannot be done due to COVID-19, it will be hand-delivered to his home.

9. **New Business: Accreditation – Collection Policy Update**

Curator of Collections Sifuentes gave an update on the status of the revamped Collections Management Policy. The Collections department has spent over 200 hours over the past year working on this document. The policy is currently with the Agency and will be sent to Legal for review. Pending this part of the review process, the plan is for the Board of Trustees to review and approve the Collections Policy at the October meeting. The Core Documents required to be applied for Accreditation are coming along and the Museum is on track.

10. **Museum Associates/Liaison Comments – Due to the pandemic, things are quiet with the Museum Associates. Two new associates have been elected to the Museum Associates Board, Rick Gomez and David Coote. The MA board is now at 13 members.**

11. **Museum Board of Trustees Comments**

Each Board member took time to introduce themselves to the new Curator of Education.

- Rick Caughman – Thanked everyone. Confident the Communications team will be able to iron out any issues with the new website. Really happy to see things moving forward. Keep up the good work.
- Randy del Turco – Very good meeting. Thanked M. Sifuentes and her intern C. Woodward for all the hard work they have put in on the Accreditation process. Very excited for the new website, it is easy to access on the phone.
- Ada Lopez – Excited for all the work that will be done at the Museum and for the launching of the new website. Look forward to having in-person meetings and being able to reach out to the community again.
- Chris Kueng – Thanked M. Sifuentes for all her hard work on Accreditation. Thanked J. Worden for his leadership. Thanked everyone for all they do for the Museum.

12. **Future Agenda Items – None**

13. Next Meeting:
 - Regular Meeting: Tuesday, September 22, 2020

14. Motion to Adjourn by Randy del Turco, seconded by Ada Lopez, 7:20 PM.

Shi Kueng *Sept. 22, 2020*

Signature