

City of Ontario
Ontario Museum of History & Art
Board of Trustees
Virtual Meeting - Zoom
April 28, 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, Museum Director John Worden, Curator of Collections Michelle Sifuentes, Curator of Exhibition Leslie Matamoros and MA Liaison Leslie Sherwood-James.

Additional: Helen McAlary

4. Approval of Minutes
 - Minutes of February 25, 2020 were approved on a motion by Rick Caughman and seconded by Randy del Turco.
5. Public Comment – None
6. City Council Liaison – It has been challenging to get COVID-19 information from outside the City. No one was prepared for this, no one thought a virus would grab ahold the way it did. Do we have an update on Accreditation.
 - J. Worden – We will need to push it back, primarily due to the capital construction and work related to the Built on Water project, as well as the disruption of COVID-19. We are currently working on policies and need to address the public hours issue.
7. Staff Report – Director’s Report
 - The Museum has been closed to the public since March 16th. Two staff have been rotating their time onsite Monday-Friday. Staff is also telecommuting. Leslie and Pam Aliaga, Education Intern, have been working on digital content for online activities. Michelle is working with the Model Colony room on *The COVID-19 Chronicles*, a documenting project. Programs have been cancelled through May, possibly June, and exhibits have been pushed back. We are still busy working on Built on Water and will be looking at a conceptual design later this week.
 - Strategic Plan Context – The current plan was developed in 2016 and goes through the fiscal year 20/21. The goal is to update the plan for five more years by June 30, 2020. Staff will review the current plan to assist what progress has been made and

to bring forward any recommendations to the board. There are new things to consider such as the COVID-19 aftermath and fiscal downturn.

8. Strategic Planning

- a. Values – Board members were presented a list of their initial suggestions of values and were asked to select 5 values from the list that speaks to them. The values will be incorporated into the future messaging of the Museum and be reflected in the mission & vision statements. C. Kueng will compile the list of the chosen values and send it out to everyone so they can look over prior to the next board meeting.
- b. Mission & Vision Statements – It was the consensus of the group that the Museum has outgrown the current Vision Statement and we need to work on modifying it to better represent what the museum is striving for. For the Mission Statement, it is lacking the verbiage that reflects that we collect and preserve history & art. J. Worden and C. Kueng will draft some language before the next meeting for vision and mission statements and will circulate amongst the group to get feedback, as well as definitions and examples of mission and vision statements.
- c. Accomplishments and Remaining Goals – J. Worden briefly summarized what has been done and what still needs to be done from the Strategic Plan. Creation of the Master Facility Plan was a big accomplishment. A key goal throughout the Strategic Plan is achieving accreditation.
- d. Review 10/8/2019 Community Workshop – J. Worden went over the key recommendations that came from the October community workshop. Recommendations include making a 2-year list of programming that fits within strategic goals, embarking on quarterly focus groups, and developing clear fundraising goals and uses of fundraising money.

9. Museum Associates/Liaison Comments –

- The Museum Associates have been on hold for the past 7 weeks. With the Museum closed to the public, there has been no movement with the Museum Store. Leslie will be having a phone meeting with J. Worden to discuss trying to start up virtual MA meetings. The group was working on an annual appeal letter prior to the Stay at Home order. The MA's will continue to work on a case statement and the annual appeal to send out when it is appropriate.

10. Museum Board of Trustees Comments

- Rick Caughman – Commended Leslie and staff for working hard to pull this meeting off. Thinks everyone is doing a fantastic job. Likes the idea to clarify the vision, mission and values statements, can see the importance of it. Thanked everyone for what they are doing.
- Joe Caskey – This was a great meeting, looking back at the work that was done on creating the current mission and vision statements, at the time it was well done. Now it is too simple, and the Museum has blown past them.

- Ada Lopez – Found it great to collaborate with everybody. We have come a long way in the past few years and excited to continue to work with everyone on updating the mission and vision statements
- Randy del Turco – Great meeting, did a fine job with the first Zoom meeting. It is wonderful to see us continue to move forward and refine our work. Looking forward to the changes being made.
- Chris Kueng – Think we did a fantastic job with the Zoom meeting. Very pleased that he gets to work with everyone. We have a wonderful organization and we are going to go to the next level and the Strategic Plan will reflect that. We have come a long way from 5 years ago. Thanked staff, we have a great team.

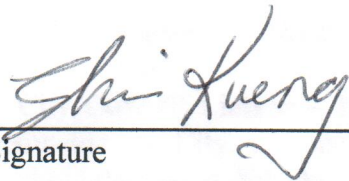
11. Future Agenda Items – None

12. Next Meeting:

- Special Board Meeting: May 12, 2020 4PM
- Regular Board Meeting: May 26, 2020 6PM

13. Motion to Adjourn by Randy del Turco seconded by Rick Caughman, 7:20 PM.

Signature



5-12-2020