



CITY OF ONTARIO
ONTARIO MUSEUM OF HISTORY AND ART
BOARD OF TRUSTEES MEETING AGENDA
FAYE DASTRUP HAMILL HISTORIC COUNCIL CHAMBERS
225 S. EUCLID AVE. • ONTARIO, CA
January 28, 2025 • 6:00 PM

CALL TO ORDER

6:00 PM

PLEDGE OF ALLEGIANCE

ROLL CALL

- Kueng Caughman Gerstheimer Weems Garcia
 Porada/City Council Member

MUSEUM ASSOCIATES LIAISON

- Sherwood-James

STAFF PRESENT

- Kuccheck, Museum Arts & Culture Director
 Oakes, Museum Manager
 McAlary, Community Life & Culture Executive Director
 Gortarez, Office Specialist
 Padilla, Administrative Assistant

MINUTES

MOTION TO APPROVE MINUTES FOR November 26, 2024

PUBLIC COMMENTS

6:30 PM

The Public Comment portion of the Board of Trustees meeting is limited to 15 minutes total, with each speaker allowed a maximum of 3 minutes. Additional speakers are allowed 3 minutes each at the end of the meeting. Prior to consideration of old or new business agenda items, speakers will be allowed a maximum of 3 minutes each to comment on that specific item. Under provisions of the Brown Act, the Board of Trustees is prohibited from taking action on oral requests.

CITY COUNCIL LIAISON PORADA

STAFF REPORTS

1. Directors Report – Marissa Kuchek
2. Museum Policy for Guided Tours – Carolyn Oakes

OLD BUSINESS

NEW BUSINESS

MUSEUM ASSOCIATES/LIAISON COMMENTS

MUSEUM BOARD OF TRUSTEES COMMENTS

FUTURE AGENDA ITEMS

NEXT MUSEUM BOARD OF TRUSTEES MEETING(S)

Next meeting:

Tuesday, February 25, 2025 at 6:00 PM

ADJOURNMENT

7:00 PM

MOTION TO ADJOURN /



Agenda Report
January 28, 2025

SECTION: STAFF REPORT

Prepared By: Marissa Kuccheck

Action: Report & File

Staff Member Presenting:

Marissa Kuccheck

Approved By: Marissa Kuccheck

SUBJECT

Director's Report

AGENDA REPORT SUMMARY

Collections:

The Collections team has continued to work on inventory. This year the team processed 1,484 items, twice the amount from the previous year, bringing the total number of items processed to 2,366. The division partnered with the Education Division for the In the Vault: 1-2-3 Crochet on December 5th. The team displayed artifacts from the Museum's Collections that fit the theme. In addition, the team assisted the Exhibition division with returning artwork from the *Art of Healing* and the *Día de los Muertos* exhibitions. The team also conditioned the items from the *Mission Gráfica* traveling exhibition and conducted an intake of the artwork for the *Centered in Ink* exhibition. The offsite storage building is being hardwired to provide better internet access while conducting inventory. The Curator of Collections will take a leave of absence from mid-January to mid-February.

Education:

Public Programs: In December, the Education and Collections divisions collaborated to host a First Thursdays: In the Vault: Crochet 1-2-3, which brought crochet items from our collection for the public to view and interpret, followed by a hands-on crochet session for guests to make their own crochet coaster. To conclude December programming and prepare for the holidays, we hosted Studio Saturdays: That's A Wrap where visitors created their own custom holiday wrapping paper and cards by designing their own linocut block stamp. In January we hosted two Studio Saturdays: Pots of Courage, a workshop inspired by the life and work of Martin Luther King Jr., and Celebrating the Year of the Serpent with Artist Flora Kao, a Lunar New Year workshop.

Tours: The team welcomed 4 tours in November, totaling 158 participants from St. George School, Lincoln Elementary and a Girls Scout Troop. Visitors experienced the *Built on Water*, *Gem of the Foothills*, *California Native Plant Garden*, *Art of Healing*, and *Día de Los Muertos* exhibitions. Education staff has also been participating in tour training sessions to prepare them for *Mission Gráfica: Reflecting a Community in Print & Centered in Ink: Printmaking in the Inland Empire*.

Exhibits:

On January 9th the Museum opened *Mission Gráfica: Reflecting a Community in Print*, and *Centered in Ink: Printmaking in the Inland Empire*.

Mission Grafica is a traveling historical exhibition that features 27 prints from Mission Gráfica, a community print center of diversity and cultural ferment in San Francisco. Founded in 1982 as part of the Mission Cultural Center, Mission Gráfica became the most sought-after political poster center in the Bay Area in the 1980s.

This temporary exhibition reflects various styles, approaches, and sensibilities. The artists range from non-professional and emerging artists to well-known figures such as Carmen Lomas Garza, Nancy Hom, Rupert Garcia, Mildred Howard, Jean La Marr, Ester Hernandez, Michael Roman, and the San Francisco Print Collective. Visitors will explore themes of US Imperialism, gender inequality and women's empowerment, cultural celebrations, Indigenous America, and more.

The Museum's presentation of *Mission Gráfica: Reflecting a Community in Print* includes a companion exhibit, *Centered in Ink: Printmaking in the Inland Empire*. This exhibit includes 30 artworks from the 12 Inland Empire based artists and celebrates local artists who engage with current issues through the art of printmaking. Offering a platform for creative expression, the exhibition showcases a range of techniques and styles, sparking conversations about the artists' practices, the themes they explore, and how their work engages with and impacts the local community.

Three printmaking-related items from our Museum's collection augment the exhibitions. The first is a screen-printed T-shirt designed and printed for union officials protesting the

closure of the General Electric plant in Ontario in July 1981. Featuring the slogan "We are fighting to save Ontario's iron plant," the T-shirt also includes an image of an iron with wings, symbolizing the plant's legacy in iron production.

The second is a brass relief printing plate used by the San Antonio Orchard Company to emboss its name on wooden field boxes. It features the slogan: "For the sweetest oranges that grow, San Antonio, finest California oranges."

The third is two blank greeting cards commemorating the historic Mule Car, which transported residents up and down Euclid Avenue from 1887 to 1895. The cream-colored cards feature a brown illustration of the Mule Car, with passengers aboard and a mule in a pull-out trailer at the rear. They were printed by Hometown Prints in Hayward, Wisconsin.

A community reception was held on January 11, 2025, for both exhibits. Both exhibitions are on view from Thursday, January 9, through Sunday, March 9, 2025.

Other:

In December, the Education Division started the recruitment of three new museum assistants to support conducting school tours and contribute to the creation and promotion of our museum public programs and hands-on activities. The Department is also recruiting for a part-time graphic specialist, part-time public art coordinator and full-time assistant curator of exhibits.

In December staff re-started meetings with Interpersonal Frequency, the firm contracted to update the Department's website. The team finalized the map for the site and gave feedback on initial designs.

In December staff began work on Bloomberg Connects, a mobile app that will host content about the Museum's exhibitions and programs. This 12 week intensive partnership program involves regular meetings with the Bloomberg Connects team, learning how to use their content management system, and are gathering content to include in the first phase of launch. The app is planned to release in late February.



Agenda Report
January 28, 2025

SECTION: STAFF REPORT

Prepared By: Carolyn Oakes
Staff Member Presenting: Carolyn Oakes
Approved By: Marissa Kuchek

Action: Report & File

SUBJECT

New Ontario Museum of History & Art Policy for Guided Tours

AGENDA REPORT SUMMARY

Adoption of Ordinance No. 3194: In November 2021, the Ontario City Council adopted Ordinance No. 3194 that outlines enforcement of and penalties for violating the individual codes of conduct for the Ontario City Library, the Ontario Museum of History & Art, and the Ontario Recreation and Community Services Department. This ordinance was added to the Ontario Municipal Code, Section 5, Chapter 32. Specifically, it allows law enforcement to arrest individuals who do not comply with a facility ban.

Museum Code of Conduct:

The Ontario Museum of History & Art maintains a Code of Conduct Policy approved by the Ontario Museum of History & Art Board of Trustees in March 2022. The code of conduct outlines behaviors and activities that are not allowed in the Museum's facilities. All visitors to the Museum, including those in tour groups, are expected to abide by the code of conduct.

Museum Policy for Guided Tours:

The Museum, Arts & Culture Director and curatorial staff conferred and determined the need to develop a policy for guided tours that expands on the Museum's existing Code of Conduct Policy. The policy for guided tours outlines acceptable and unacceptable behavior during a guided tour to ensure everyone in the tour group can enjoy their experience in a calm, organized, and welcoming environment. The policy would be sent to the individual coordinating the tour visit during the tour booking process.

The policy outlines that Museum staff may stop a tour program if a tour participant engages in behavior which is deemed to violate the policy, including but not limited to, any actions harmful to the safety and well-being of community members, staff, or the facility's operations and environment.

The policy for guided tours has been reviewed and approved by the city attorney. This policy for guided tours will require formal adoption by the Ontario Museum of History & Art Board of Trustees.

It is asked that the Museum Policy for Guided Tours be adopted by the Ontario Museum of History & Art Board of Trustees.

Ontario Museum of History & Art

225 South Euclid Avenue Ontario, CA 91762
(909) 395-2510

MUSEUM POLICY FOR GUIDED TOURS

The Ontario Museum of History & Art strives to create an enriching experience for everyone who participates in a tour at the Museum. All visitors to the Museum are expected to abide the **Museum Code of Conduct** (attached). To ensure everyone in the tour group can enjoy their experience in a calm, organized, and welcoming environment, we request that all teachers and/or group leaders review the following policy for guided tours with their students, staff, and/or chaperones before their scheduled visit to the Museum.

Museum staff may stop a tour program if a tour participant engages in behavior which is deemed to violate this policy, including but not limited to, any actions harmful to the safety and well-being of community members, staff, or the facility's operations and environment.

STUDENTS, TEACHERS, CHAPERONES AND TOUR PARTICIPANTS ARE EXPECTED TO:

- Review and abide by the **Museum Code of Conduct**.
- Students must be accompanied by an adult/chaperone at all times during their visit.
- Students must be accompanied by chaperones in restroom areas.
- Engage respectfully with Museum staff and refrain from exhibiting disorderly conduct or harassment.
- Listen and follow the directions of Museum staff during visit.
- Limit device usage when participating in a Museum tour. If you need to make a phone call, please do so outside of the Museum galleries.
- Keep hands and feet to oneself at all times, especially within the Museum's gallery spaces.
- Sit in designated areas in the Museum's galleries, Carlson Education Studio or as otherwise directed by Museum staff.
- Avoid disruptive behavior while in the Museum and when Museum staff is conducting the tour, such as talking loudly to others, shouting, singing or engaging in boisterous behavior.

- Teachers, students and chaperones are not to remove, relocate or reposition the Museum's equipment or furniture, such as tables, bookshelves, benches, or chairs, without permission of Museum staff.
- No sitting or leaning on casework and gallery furniture housing art and artifacts.
- Make a request in advance of the tour if your group would like to take lunch on the Museum grounds before or after your tour. The Museum does not have picnic areas but can offer the Museum's grass lawn as a space to gather. Lunches must be stored in the bus during the tour, unless otherwise directed by Museum staff. All trash must be disposed of in designated receptacles, and the area should be returned to its original state before departure.
- Food and beverages are not permitted inside the galleries and must remain in locations designated by Museum staff.
- Keep backpacks and other large items in specified location as directed by Museum staff before entering the galleries. Large bags, of any size, are not allowed inside the galleries; small personal bags that do not exceed 14"x 12"x6" are allowed.
- Photography is allowed in the galleries as long as it is taken without flash and is not for commercial use. Class or group photographs may be allowed after a tour unless otherwise prohibited.
- Filming in the galleries is prohibited, unless prior permission is granted by Museum staff.

Please sign and return via email to EducationDivisionOMHA@ontarioca.gov

Signature:	Group Name:
Date:	Museum Field Trip Date: