

SAN FRANCISCO WAR MEMORIAL AND PERFORMING ARTS CENTER

RENTAL REQUESTS: January 12, 2022

DAVIES SYMPHONY HALL

San Francisco Symphony 2021-22 Season (Partial)	June, 2022 – August, 2022	\$86,320.00 vs 10% \$89,220.00 maximum
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HERBST THEATRE

Human Rights Commission HRC MLK Celebration	January 13, 2022	\$1,375.00
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San Francisco Opera SFO Centennial Season Celebration	January 19, 2022	\$1,375.00
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WILSEY CENTER

My Beautiful City Film Screening	February 12, 2022	\$2,900.00
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**San Francisco War Memorial
FY 2021-22 Revenue Report - December 31, 2021**

		DECEMBER REVENUE	FISCAL YEAR TO DATE	LAST YEAR TO DATE	FY 2018-2019
FACILITY RENTAL					
435511	Opera House	\$ 3,121.49	\$ 220,832.01	\$ 48,645.00	\$ 474,056.90
435512	Green Room	13,200.00	54,049.16	2,200.00	236,380.00
435521	Herbst Theatre	8,704.00	107,768.70	11,775.00	319,000.00
435531	Davies Symphony Hall	147,745.00	388,790.00	37,530.00	456,885.15
435542	Wilsey Center	2,150.00	143,857.14	5,530.00	85,230.00
462891	Zellerbach Rehearsal Hall	5,950.00	167,335.00	10,430.00	192,395.00
OFFICE RENTAL					
435517	San Francisco Ballet (OH)	2,611.38	18,279.66	105,424.12	13,087.76
435519	San Francisco Opera (OH)	30,121.04	90,363.12	-	94,491.74
435539	San Francisco Symphony (DSH)	15,170.40	91,022.40	91,022.00	85,914.00
435540	Veterans Bldg. Office Rent (SFO)	75,194.28	226,882.84	189,899.35	250,816.30
462861	Veterans Building Occupancy Fees	19,692.84	68,924.94	62,085.69	1,625.82
FOOD/BEVERAGE CONCESSIONS					
435611	Opera House	-	-	-	147,210.76
435611	Herbst Theatre	-	-	-	42,073.63
435631	Davies Symphony Hall	-	-	-	146,511.31
PROGRAM CONCESSIONS					
435612	Opera House		544.85	-	885.03
435612	Herbst Theatre	-	-	-	2,585.25
435632	Davies Symphony Hall	64.45	64.45	-	5,532.02
OTHER					
435232	Parking Fees	5,012.00	22,792.50	-	21,131.75
462899	Miscellaneous Revenue	8,861.00	28,569.00	1,276.00	149,133.42
GROSS REVENUE		\$ 337,597.88	\$ 1,630,075.77	\$ 565,817.16	\$ 2,724,945.84
Less 15% War Memorial Reserve		(50,639.68)	(244,511.37)	(84,872.57)	(408,741.88)
Payment to War Memorial Commission		(2,500.00)	(15,000.00)	(19,345.00)	(19,296.00)
NET REVENUE		\$ 284,458.20	\$ 1,370,564.40	\$ 461,599.59	\$ 2,296,907.96
OTHER FUNDS					
435614	Concessions Equipment Replacement	\$ -	\$ -	\$ -	\$ 16,573.71

San Francisco War Memorial
FY 2021 - 2022 Appropriations Report - December 31, 2021

Account	DESCRIPTION	YTD		
		REVISED APPROPRIATION	ENCUMBERED & EXPENDED	BALANCE
501010	Permanent Salaries	\$ 6,473,700	\$ 2,449,236	\$ 4,024,464
505010	Temporary Salaries	\$ 381,958	\$ 300,034	\$ 81,924
509010	Premium Pay	\$ 108,247	\$ 49,659	\$ 58,588
510210	One-Time Salaries Payments	\$ -	\$ 69,621	\$ (69,621)
511010	Overtime	\$ 185,077	\$ 129,773	\$ 55,304
501070	Holiday	\$ 99,318	\$ 44,293	\$ 55,025
513000	Mandatory Fringe Benefits	\$ 3,484,112	\$ 1,425,856	\$ 2,058,256
521030	Air Travel	\$ -		\$ -
521050	Non-Air Travel	\$ -		\$ -
522000	Training	\$ 22,600		\$ 22,600
523010	Auto Mileage // Local Field Expense	\$ -	\$ 250	\$ (250)
524010	Membership Dues	\$ 3,795		\$ 3,795
527090	Special Inspection & Testing Services	\$ 3,952	\$ 16,418	\$ (12,466)
527610	Systems Consulting	\$ 41,989	\$ 1,046	\$ 40,942
527990	Other Professional Services	\$ 81,320	\$ 110,614	\$ (29,294)
528010	Scavenger Service	\$ 224,432	\$ 159,808	\$ 64,625
528030	Pest Control	\$ 45,889	\$ 33,064	\$ 12,825
528910	Elevator Service	\$ 262,170	\$ 174,563	\$ 87,607
528990	Other Building Maintenance Services	\$ 730,761	\$ 647,197	\$ 83,564
529110	Data/Word Processing Maintenance	\$ 16,620	\$ 1,620	\$ 15,000
529990	Other Equipment Maintenance	\$ 37,282	\$ 44,740	\$ (7,458)
531000	Equipment Lease/Rental	\$ 17,989	\$ 21,751	\$ (3,762)
535000	Other Current Expenses (535000-535990)	\$ 67,317	\$ 54,005	\$ 13,312
540000	Materials & Supplies	\$ 327,517	\$ 256,512	\$ 71,005
552110	Taxes (Community Benefit District)	\$ 275,851	\$ 165,504	\$ 110,347
552115	Sales Tax	\$ -	\$ 67	\$ (67)
552210	Fees, Licenses and Permits	\$ 34,169	\$ 9,224	\$ 24,945
581051	PUC - Light, Heat and Power	\$ 958,817	\$ 244,853	\$ 713,964
581063	PUC - Sewer Service	\$ 77,412	\$ 34,890	\$ 42,522
581064	PUC - Water	\$ 74,031	\$ 32,775	\$ 41,256
581140	DT - Technology Projects	\$ 80,513	\$ 1,280	\$ 79,233
581210	DT - Technology Infrastructure	\$ 149,552	\$ 74,776	\$ 74,776
581270	City Attorney - Legal Services	\$ 93,000	\$ -	\$ 93,000
581325	DTIS - Enterprise Agreement	\$ 11,553	\$ 11,553	\$ 0
581360	DTIS - Telephone Services	\$ 30,480	\$ 6,878	\$ 23,602
581410	GSA - Custodial Services	\$ 2,742,425	\$ 584,034	\$ 2,158,391
581450	DHR - Management Training	\$ 42,790	\$ -	\$ 42,790
581460	DHR - Workers Compensation	\$ 135,203	\$ 17,757	\$ 117,447
581570	DPH - Medical Services/Training	\$ 61,732	\$ 383	\$ 61,349
581580	DPH - Toxic Waste & Haz. Mat Svcs.	\$ 24,556	\$ 162	\$ 24,393
581820	Purchasing - Reproduction	\$ 8,500	\$ -	\$ 8,500
581880	Rec. Park - Gardener Services	\$ 187,264	\$ 94,388	\$ 92,876
	TOTAL OPERATING	\$ 17,603,894	\$ 7,268,585	\$ 10,335,309
14680	Facilities Maintenance	\$ 585,888	\$ 338,118	\$ 247,770
067ACP	Capital Improvements	\$ -	\$ -	\$ -
067ACP	Capital Equipment	\$ -	\$ -	\$ -
	GRAND TOTAL	\$ 18,189,782	\$ 7,606,703	\$ 10,583,079
10000	Debt Service	\$ 9,502,809	\$ 3,011,246	\$ 6,491,563
14720	War Memorial Reserve	\$ 1,649,456	\$ 202,408.29	\$ 1,447,048
14700	Concessions Equip. Repl. Fund	\$ 52,424	\$ -	\$ 52,424

**San Francisco War Memorial
FY 2021-2022 Housekeeping Expenditures - December 31, 2021**

PO Number	Description	Amount	Fund Source
PURCHASE ORDER			
579194	INTERNATIONAL FIRE INC	\$ 2,325.88	14670
579195	MCCLURE ELECTRIC INC	\$ 3,000.00	14680
579218	UNION DOOR	\$ 3,000.00	14680
579219	RMI MECHANICAL CONTRACTOR INC	\$ 3,000.00	14680
579248	INTEC SOLUTIONS INC	\$ 3,000.00	14680
579581	XTECH	\$ 110.00	14670
579719	ABCO MECHANICAL CONTRACTORS INC	\$ 3,000.00	14680
580807	RMI MECHANICAL CONTRACTOR INC	\$ 2,348.00	14680
580813	CD & POWER	\$ 814.72	14680
580819	CD & POWER	\$ 1,501.08	14680
580824	WIRELESS VOICE & DATA INC	\$ 3,000.00	14670
581019	CORNER OFFICE	\$ 822.06	14670
581186	D T C GRIP & ELECTRIC INC	\$ 7,911.00	14670
581773	UNION DOOR	\$ 10,876.56	14680
581973	WIRELESS VOICE & DATA INC	\$ 5,514.00	14670
581978	JCX EXPENDABLES	\$ 147.40	14670
582541	CAL WEST SERVICE INC	\$ 3,000.00	14670
583125	GRAINGER	\$ 294.12	14670
583127	GRAINGER	\$ 3,720.60	14670
583719	XTECH	\$ 4,860.00	14670
583946	UNITED CALIFORNIA GLASS & DOOR	\$ 1,245.36	14680
583947	B B I ENGINEERING INC	\$ 609.12	14670
585420	GALA SYSTEMS INC	\$ 3,000.00	14670
585421	RMI MECHANICAL CONTRACTOR INC	\$ 9,585.42	14680
585429	STAPLES BUSINESS ADVANTAGE	\$ 2,000.00	14670
585841	ALAMEDA ELECTRICAL DISTRIBUTORS INC	\$ 1,995.18	14670
585865	GRAINGER	\$ 1,005.72	14670
585949	GALINDO INSTALLATION & MOVING SERVICES	\$ 1,120.00	14670
586066	AIR FILTER SUPPLY INC	\$ 8,089.42	14670
586332	SCHNEIDER ELECTRIC BUILDINGS AMERICAS	\$ 158,714.20	14660
586509	GOLDEN STATE CONTRACT FLOORING, INC.	\$ 4,350.00	14670
586514	GOLDEN STATE CONTRACT FLOORING, INC.	\$ 1,160.00	14670
586520	AGURTO CORPORATION DBA PESTEC	\$ 483.00	14670
	Total	\$ 255,602.84	
FUND CODE:	DESCRIPTION:		
14660	Shuttered Venue Operator Grant (SVOG)	158,714.20	
14670	Operating	55,517.50	
14680	Facilities Maintenance	41,371.14	
14690	Capital Projects		
14700	Concessions Equipment Replacement Fund		
14720	War Memorial Reserve		
	Total	\$ 255,602.84	

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR BOARD MEETING
Thursday, December 9, 2021

The Board of Trustees of the War Memorial of San Francisco met in regular session on Thursday, November 10, 2021, at 2:00 p.m., in the Trustees' Board Room, War Memorial Opera House, President Horn presiding.

ROLL CALL

Present: President Horn, Trustee Gatti, Trustee Kopp, Trustee Lui, Trustee Myatt, Trustee Pelosi, Trustee Wilsey and Trustee Wright

Absent: Trustee Moscone

Staff Present: John Caldon, Managing Director

PRESIDENT'S REPORT

Charlotte Mailliard Shultz: President Horn began the meeting expressing his enormous sadness at the recent passing of Vice President, and longtime Trustee and former President, Charlotte Mailliard Shultz. He expressed how much she loved the War Memorial buildings and being on the War Memorial Board of Trustees. He noted she was always "all-in." President Horn remarked that Trustee Shultz served as President of the Board several times and served as a Trustee for 43 years: longer than anyone in the history of the Board. He noted that she was Vice President many times, chaired committees, and was an incredible person whose fingerprints are all over the War Memorial complex. President Horn expressed his sincere sadness at her passing.

Nancy Bechtle: President Horn noted that on Saturday, November 27, 2021, the San Francisco Opera closed its production of "Cosi Fan Tutte." He expressed that in addition to being very fun and hugely successful, the entire run of "Cosi Fan Tutte" was dedicated by the San Francisco Opera to late Trustee Nancy Hellman Bechtle. He continued that the San Francisco Symphony has announced it will be presenting concerts from January 27 to January 29, 2022, in Trustee Bechtle's memory. On behalf of Trustees, President Horn thanked the Opera and Symphony for the incredible tributes to Trustee Bechtle.

Sculptures: President Horn stated that in November 2021, with support of a federal grant, staff began the process of preserving the four sculptures installed on War Memorial Grounds. He continued that Trustees may have noticed that the Henry Moore and Fletcher Benton sculptures at Davies Hall are currently not in place, as they were taken offsite to have extensive structural repairs performed on them. President Horn noted the Voulkos and Gordin sculptures were cleaned and preserved onsite. He stated that they look beautiful and encouraged Trustees to visit them.

President Horn noted that performing this restoration work has brought to light that loan agreements are not currently in place for the Benton and the Voulkos sculptures, both of which are on loan from the SFMoMA. In order for Trustees and staff to consider the approval of loan agreements for both sculptures, President Horn referred this matter to the Building Committee and requested that the Committee meet to consider and adopt recommendations on loan agreements for both sculptures.

Resident Companies: President Horn reported that John Keene has replaced Ian Robertson as Director of the San Francisco Opera Chorus. Mr. Keene was formerly the Head of Music Staff and Chorus Master at the Seattle Opera.

President Horn further reported that Danielle St. Germain-Gordon, Interim Executive Director for the San Francisco Ballet, was in attendance today. Though Ms. St. Germain-Gordon has attended virtual meetings of the War Memorial Board of Trustees, President Horn wanted to introduce her in person. Ms. St. Germain-Gordon thanked President Horn for the introduction and noted that the Board could probably feel the energy from the ballet dancers practicing next door, as they are poised to open “Nutcracker” on Friday, December 10, 2021. She also reported that ticket sales have been going well, even approaching 2018 sales levels, the year which marked the 75th anniversary of “Nutcracker.” She expressed her gratitude to the War Memorial and encouraged everyone to join the ballet for “Nutcracker” to celebrate the Ballet’s return to the stage.

Global Gourmet Catering Contract Renewal: President Horn stated that per the terms of its agreement, Global Gourmet Catering is required to request from this Board approval of a possible renewal term 18 months before the original term of their agreement expires. He noted that the original term will expire on July 31, 2023, which means that Global Gourmet will need to submit its request to renew to the Presentors Liaison Committee no later than February 2022. In order for Global Gourmet to have an opportunity to submit the request, President Horn referred the matter to the Presentors Liaison Committee.

MANAGING DIRECTOR'S REPORT

Approval of Consent Agenda: Director Caldon stated that items submitted on the Consent Agenda included the minutes of the November 10, 2021 Veterans Committee Meeting of the Board; the minutes of the November 10, 2021 Special Meeting of the Board; Rental Requests for December 9, 2021; and November 2021 Housekeeping Expenditures.

Trustee Kopp requested a clarification to the minutes of the November 10, 2021 Veterans Committee meeting of the Board. He requested that the sentence on page two of the minutes that states:

“Upon invitation from Chair Myatt, Director Caldon reviewed the documents provided to the Committee. He noted that staff recommended a one-year renewal agreement for 2022 with an annual sum of \$37,800 to be paid to the Commission by the War Memorial *throughout the year.*”

be revised to:

“Upon invitation from Chair Myatt, Director Caldon reviewed the documents provided to the Committee. He noted that staff recommended a one-year renewal agreement for 2022 with an annual sum of \$37,800 to be paid to the Commission by the War Memorial *in 2022.*”

On motion of Trustee Kopp, seconded by Trustee Lui, the following resolution was unanimously adopted:

RESOLUTION NO. 21-37

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the minutes of the November 10, 2021 Veterans Committee Meeting of the Board, as amended; minutes of the November 10, 2021 Special Meeting of the Board; Rental Requests for December 9, 2021; and November 2021 Housekeeping Expenditures, are hereby approved.

Hiring of Assistant Managing Director: Director Caldon reported on the progress regarding the hiring of the Assistant Managing Director position. He stated that a job description has been drafted and that staff is adhering to the hiring and outreach process as outlined in the staff’s Racial Equity Action Plan, which includes having the job description reviewed by the staff’s Racial Equity Facilitator prior to its distribution. He noted that once that step has been completed, the job description will then be distributed to Trustees and will be posted publicly in mid-January.

REGULAR ITEMS

Election of President: President Horn opened the floor to nominations for the office of President of the War Memorial Board of Trustees for calendar year 2022.

Trustee Lui nominated Thomas E. Horn for the office of President. She noted that the last two years have been historically difficult, in that the Board appointed a new Managing Director and just seven months later the War Memorial closed due to the pandemic. She continued that since then the Board has lost four Trustees, with three of them having passed since July. She also noted that this past week the Board lost Vice President Shultz, who, if the tradition of the Board had been followed, would have become the next President. Trustee Lui expressed her strong belief that the Board needs consistency in this time of chaos and nominated the current President, Trustee Horn to serve another year as President. She expressed that the Board needs his experience and leadership as they welcome new Trustees and move forward out of the pandemic.

Trustee Pelosi commented that he agreed with Trustee Lui and that everything she had said was appropriate: the Board has lots to do, new members to bring in, a lot of work, and that President Horn would be an excellent choice to continue as President. Trustee Pelosi then “firmly, wholeheartedly, and enthusiastically” seconded the nomination.

Having no further nominations, President Horn closed the nominations for President.

The following resolution was unanimously adopted:

RESOLUTION NO. 21-38

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that nominations for the office of President of the Board of Trustees for 2022 are hereby closed; and further,

RESOLVED, That the Board unanimously re-elects Thomas E. Horn as President for calendar year 2022.

President Horn said he was honored by the confidence of the Board. He noted his service on the Board over the years, in that it is always different with new challenges. He expressed his gratitude for War Memorial staff, who didn't sign up for being closed down, but are now back “doing what we do.” President Horn noted what a great Board the War Memorial has and stated he is looking forward to working with the staff, as well.

Election of Vice President: President Horn then opened the floor to nominations for the office of Vice President of the War Memorial Board of Trustees for calendar year 2022.

Trustee Wright nominated Trustee Goretti Lo Lui for the office of Vice President. Trustee Wright commented on Trustee Lui's engagement and involvement in the community and how important it is to bring along everybody to the arts in San Francisco. She noted Trustees are lucky to have Trustee Lui on the Board, as she always seeks clarity regarding the financials. Trustee Wright continued that the people of San Francisco want people to pay attention and remarked on Trustee Lui's attention to the financial detail, as well as her experience as Chair of the Budget and Finance Committee and as a member of the Racial Equity Committee. Trustee Wright stated that Trustee Lui would be a fabulous Vice President, and a great partner to President Horn, in the leadership of this organization.

The nomination was seconded by Trustee Wilsey, and the following resolution was unanimously adopted:

RESOLUTION NO. 21-39

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that nominations for the office of Vice President of the Board of Trustees for 2022 are hereby closed; and further,

RESOLVED, That the Board unanimously elects Trustee Goretti Lo Lui as Vice President for calendar year 2022.

GOOD AND WELFARE

Trustee Wilsey remarked on how wonderful it was to be meeting in person. President Horn agreed, noting that there had not been an in-person board meeting in 18-months. Trustee Myatt thanked President Horn for managing the Board when it could not convene in person. He also thanked Director Caldon for coordinating virtual meetings so the Board could continue to function in very important times. Director Caldon thanked his staff, in particular Colleen Burke-Hill and Sean Farnan, who managed the technical work of the remote meetings.

Trustee Wright commented that of all the Boards on which she sits, she feels the staff of the War Memorial is amazing. She thanked President Horn for his leadership and Trustees for the work they do to bring arts to the City. She remarked that when you walk behind the scenes and see all the work done to keep these buildings going, it's a huge endeavor. She noted that sometimes one can take for granted that fact, as you buy your ticket, show up, and it just happens.

President Horn reported that as the City has reopened, he has read news stories about cable cars and Muni subways not being able to operate due to deferred maintenance. He noted he did not want to read this about the War Memorial and that at every point a performing arts organization was ready to go back to the Herbst Theatre, Davies Symphony Hall, or the War Memorial Opera House, the War Memorial was ready even on a skeleton staff and with, essentially, new leadership. Trustee Gatti remarked that that also included installing new seats in the Opera House. Trustee Lui noted the elevator modernization in Davies Symphony Hall. Trustee Myatt remarked that many of the staff were also deployed to other places during the pandemic to help the City.

PUBLIC COMMENT

President Horn opened public comment by noting that public comment is an opportunity for members of the public to address Trustees on items within the subject matter jurisdiction of the Board but not on the agenda. There being none, public comment was closed.

ADJOURNMENT

There being no further business to come before the Board, President Horn adjourned the meeting in honor of Trustee Charlotte Maillard Shultz at 2:31 pm.

John Caldon
Managing Director

**RESOLUTION MAKING FINDINGS IN ACCORDANCE WITH CALIFORNIA
ASSEMBLY BILL 361 AND GOVERNMENT CODE SECTION 54953(e)
AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE
WAR MEMORIAL BOARD OF TRUSTEES**

WHEREAS, the WAR MEMORIAL BOARD OF TRUSTEES (“WMBT”) is committed to preserving and supporting public access and participation in meetings of the War Memorial Board of Trustees and all of its Committees; and

WHEREAS, all meetings of WMBT and its Committees are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch WMBT and its Committees conduct business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, On February 25, 2020, the Mayor of the City and County of San Francisco (the “City”) declared a local emergency, and on March 6, 2020, the City’s Health Officer declared a local health emergency, and both those declarations remain in effect; and

WHEREAS, on March 4, 2020 Governor Newsom declared a State of Emergency in the State of California pursuant to Government Code Section 8625 as a result of the threat of the Coronavirus (COVID-19) pandemic; and

WHEREAS, subsequently, in March 2020, in response to the COVID-19 pandemic, Governor Newsom issued Executive Orders N-25-20 and N-29-20. These orders suspended certain elements of the Brown Act and specifically allowed for legislative bodies as defined by the Brown Act to hold their meetings entirely electronically with no physical meeting place. On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which provided that the provisions in Executive Order N-29-20 suspending certain elements of the Brown Act would continue to apply through September 30, 2021; and

WHEREAS, On March 11 and March 23, 2020, the Mayor issued emergency orders suspending select provisions of local law, including sections of the City Charter, that restrict teleconferencing by members of policy bodies; those orders remain in effect, so City law currently allows policy bodies to meet remotely if they comply with restrictions in State law regarding teleconference meetings; and

WHEREAS, on September 16, 2021 Governor Newsom signed AB 361, which added subsection (e) to Government Code section 54953 of the Brown Act, and makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition of AB 361 is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the State caused by conditions as described in Government Code section 8558; and

WHEREAS, there has been a significant increase in COVID-19 cases in the City and County of San Francisco due primarily to the Delta variant of SARS-CoV-2, the virus that causes COVID-19. Emerging evidence indicates that the Delta variant is far more transmissible than prior variants of the virus, may cause more severe illness, and can be spread even by fully vaccinated individuals; and

WHEREAS, the Health Officer for the City and County of San Francisco issued a Local Health Emergency regarding Covid-19 on March 6, 2020, which remains in effect at this time, and has subsequently issued orders and directives to ensure the health and safety of the City and County of San Francisco including, but not limited to, issuing guidelines on physical distancing, encouraging meeting outdoors, wearing masks and receiving vaccinations; and,

WHEREAS, WMBT now desires to adopt a Resolution making the findings that the requisite conditions exist for the legislative bodies of WMBT to conduct remote virtual meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953 and shall comply with the requirements to provide the public with access to the meetings as prescribed in Government Code section 54953(2)(e); and,

NOW, THEREFORE, BE IT RESOLVED:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Governor's Proclamation of a State of Emergency. WMBT hereby finds there is the Governor of the State of California's Proclamation of a State of Emergency, effective as of its issuance date of March 4, 2020 and continuing as of the date of this Resolution.

Section 3. Local State of Emergency. WMBT here finds that the Mayor of San Francisco issued a Proclamation of Local Health Emergency on February 25, 2020, and the San Francisco County Health Officer issued Order C19-07y on June 11, 2021, and updated as of September 20, 2021, to protect the health and safety of the City and County of San Francisco.

Section 2. Proclamation of Emergency. WMBT hereby finds that a state and local emergency now exists throughout the District, as evidenced by the State proclamations and City proclamations, and County Health orders currently in effect and, therefore, holding meetings in person would present imminent risks to the health and safety of attendees.

Section 4. Remote Teleconference Meetings. The staff of the San Francisco War Memorial and Performing Arts Center is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting remote meetings in

accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and for at least the next 30 days meetings of the WMBT and its Committees, will continue to occur exclusively by teleconferencing technology (and not by any in-person meetings or any other meetings with public access to the places where any policy body member is present for the meeting). Such meetings will provide an opportunity for members of the public to address this body and its Committees and will otherwise occur in a manner that protects the statutory and constitutional rights of parties and the members of the public attending the meeting via teleconferencing.

Section 6. Future Meetings. The Executive Secretary of WMBT is directed to place a resolution substantially similar to this resolution on the agenda of a future WMBT meeting within the next 30 days. If WMBT does not meet within the next 30 days, the Executive Secretary is directed to place such resolution on the agenda of the next WMBT meeting that is scheduled.

San Francisco War Memorial and Performing Arts Center

Owned and Operated by the
City and County of San Francisco

War Memorial Veterans Building
Herbst Theatre / Green Room
War Memorial Opera House
Louise M. Davies Symphony Hall
Harold L. Zellerbach Rehearsal Hall

401 Van Ness Avenue, Suite 110
San Francisco, California 94102
Telephone (415) 621-6600
FAX (415) 621-5091
sfwarmemorial.org

San Francisco War Memorial Board of Trustees 2022 Meetings (Revised)

Regular Meetings are held on the second Thursday of every month at 2:00 p.m. (unless the second Thursday falls on a holiday, in which case a Special Meeting will be scheduled on an alternate day).

With the exception of the Budget and Finance Committee meetings required to pass the department's annual budget, the scheduling of which is mandated by ordinance, Committee meetings are scheduled as needed. Committee members are polled in advance to determine their availability before Committee meetings are scheduled.

All Trustees are encouraged to attend Committee meetings. However, for purposes of establishing quorum, a majority of Trustees assigned to a Committee must be present in order for votes to be held at a Committee meeting.

Schedule of 2022 Monthly Meetings

Wednesday, January 12, 2022, 2:00 p.m. (Special Meeting)

Wednesday, January 26, 2022, 2:00 p.m. (Budget and Finance Committee)

Thursday, February 10, 2022, 1:30 p.m. (Budget and Finance Committee)

Thursday, February 10, 2022, 2:00 p.m.

Thursday, March 10, 2022, 2:00 p.m.

Thursday, April 14, 2022, 2:00 p.m.

Thursday, May 12, 2022, 2:00 p.m.

Thursday, June 9, 2022, 2:00 p.m.

Thursday, July 14, 2022, 2:00 p.m.

Thursday, August 11, 2022, 2:00 p.m.

Thursday, September 8, 2022, 2:00 p.m.

Thursday, October 13, 2022, 2:00 p.m.

Thursday, November 10, 2022, 2:00 p.m.

Thursday, December 8, 2022, 2:00 p.m.