

SAN FRANCISCO WAR MEMORIAL AND PERFORMING ARTS CENTER

RENTAL REQUESTS: June 9, 2022

HERBST THEATRE

SF Shanghai Association Sound of Civilian	12/3/22	\$1,450.00
SF International New Concept Film Festival SF Intl New Concept Film Festival	10/30/22	\$1,450.00
ReMezcla Alta Sinfonica Presented by Tecate (W/SF Philharmonic)	10/1-2/22	\$5,200.00
UCSF School of Dentistry White Coat Ceremony	9/16/22	\$1,450.00
Civic Music Association of San Francisco, DBA Concert	10/28/23	\$1,450.00
Lamplighters Music Theatre Lamplighters Annual Champagne Gala	10/15-16/22	\$2,600.00
Philharmonia Baroque Orchestra & Chorus Instrumental/Choral Concert	12/5-7/23	\$4,350.00
Philharmonia Baroque Orchestra & Chorus Instrumental/Choral Program	4/8-11/24	\$5,800.00
Urban School of San Francisco Urban School 2023 Winter Concert	12/3/23	\$1,450.00
Civic Symphony Association of San Francisco 23/24 season concerts	11/12/23, 1/21/24, 2/4/24, 4/7/24, 4/21/24, 6/2/24, 6/23/24	\$10,150.00
Chamber Music San Francisco Nelson Goerner, piano	5/7/24	\$1,450.00

WILSEY CENTER

SF Opera Merola Meet the Merolini Panel	6/6/22	\$750
Other Minds Other Minds Festival 27	11/14/23	\$3,450.00

San Francisco War Memorial
FY 2021-22 Revenue Report - May 31, 2022

		MAY REVENUE	FISCAL YEAR TO DATE	LAST YEAR TO DATE	FY 2018-2019
FACILITY RENTAL					
435511	Opera House	\$ -	\$ 573,594.51	\$ 115,150.00	\$ 595,601.90
435512	Green Room	8,100.00	86,919.16	2,600.00	304,355.00
435521	Herbst Theatre	9,625.00	143,043.70	16,175.00	402,024.39
435531	Davies Symphony Hall	6,700.00	570,410.00	98,200.00	738,097.05
435542	Wilsey Center	250.00	190,822.14	18,270.00	151,560.00
462891	Zellerbach Rehearsal Hall	5,850.00	246,895.00	33,245.00	293,415.00
OFFICE RENTAL					
435517	San Francisco Ballet (OH)	\$ -	\$ 28,725.18	\$ 28,725.18	\$ 18,696.80
435519	San Francisco Opera (OH)	15,170.40	165,775.60	165,666.20	165,725.20
435539	San Francisco Symphony (DSH)	-	151,704.00	166,873.60	157,509.00
435540	Veterans Bldg. Office Rent (SFO)	-	340,649.26	379,798.83	435,854.02
462861	Veterans Building Occupancy Fees	9,846.42	149,679.40	111,317.37	3,251.64
FOOD/BEVERAGE CONCESSIONS					
435611	Opera House	\$ 34,310.76	\$ 193,296.88	\$ -	\$ 395,445.95
435611	Herbst Theatre	464.63	2,065.75	-	63,748.53
435631	Davies Symphony Hall	13,181.87	70,851.20	-	263,564.66
PROGRAM CONCESSIONS					
435612	Opera House		\$ 1,116.85		\$ 3,637.11
435612	Herbst Theatre		-		4,110.93
435632	Davies Symphony Hall		17,791.92		5,693.10
OTHER					
435232	Parking Fees	\$ 996.00	\$ 38,577.50		\$ 43,856.00
462899	Miscellaneous Revenue	7,898.00	60,453.00	1,513.00	241,276.92
GROSS REVENUE		\$ 112,393.08	\$ 3,032,371.05	\$ 1,137,534.18	\$ 4,287,423.20
Less 15% War Memorial Reserve		\$ (16,858.96)	\$ (454,855.66)	\$ (170,630.13)	\$ (643,113.25)
Payment to War Memorial Commission		(3,150.00)	(30,750.00)	(31,845.00)	(36,141.00)
NET REVENUE		\$ 92,384.12	\$ 2,546,765.39	\$ 935,059.05	\$ 3,608,168.95
OTHER FUNDS					
435614	Concessions Equipment Replacement	\$ 2,120.83	\$ 14,589.97	\$ 423.00	\$ 34,974.99

San Francisco War Memorial
FY 2021 - 2022 Appropriations Report - May 25, 2022

Account	DESCRIPTION	YTD		
		REVISED APPROPRIATION	ENCUMBERED & EXPENDED	BALANCE
501010	Permanent Salaries	\$ 6,473,700	\$ 4,732,216	\$ 1,741,484
505010	Temporary Salaries	\$ 381,958	\$ 690,556	\$ (308,598)
509010	Premium Pay	\$ 108,247	\$ 101,535	\$ 6,712
510210	One-Time Salaries Payments	\$ -	\$ 89,060	\$ (89,060)
511010	Overtime	\$ 185,077	\$ 258,913	\$ (73,836)
501070	Holiday	\$ 99,318	\$ 62,536	\$ 36,782
513000	Mandatory Fringe Benefits	\$ 3,484,112	\$ 2,785,916	\$ 698,196
521030	Air Travel	\$ -	\$ -	\$ -
521050	Non-Air Travel	\$ -	\$ -	\$ -
522000	Training	\$ 22,600	\$ 75	\$ 22,525
523010	Auto Mileage // Local Field Expense	\$ -	\$ 504	\$ (504)
524010	Membership Dues	\$ 3,795	\$ 175	\$ 3,620
527090	Special Inspection & Testing Services	\$ 3,952	\$ 22,964	\$ (19,012)
527610	Systems Consulting	\$ 41,989	\$ 1,046	\$ 40,942
527990	Other Professional Services	\$ 81,320	\$ 142,686	\$ (61,366)
528010	Scavenger Service	\$ 224,432	\$ 134,621	\$ 89,812
528030	Pest Control	\$ 45,889	\$ 40,282	\$ 5,607
528910	Elevator Service	\$ 262,170	\$ 181,138	\$ 81,032
528990	Other Building Maintenance Services	\$ 730,761	\$ 1,038,114	\$ (307,353)
529110	Data/Word Processing Maintenance	\$ 16,620	\$ 2,025	\$ 14,595
529990	Other Equipment Maintenance	\$ 37,282	\$ 48,743	\$ (11,461)
531000	Equipment Lease/Rental	\$ 17,989	\$ 21,751	\$ (3,762)
535000	Other Current Expenses (535000-535990)	\$ 67,317	\$ 99,170	\$ (31,853)
540000	Materials & Supplies	\$ 327,517	\$ 327,376	\$ 141
552110	Taxes (Community Benefit District)	\$ 275,851	\$ -	\$ 275,851
552115	Sales Tax	\$ -	\$ 257	\$ (257)
552210	Fees, Licenses and Permits	\$ 34,169	\$ 19,027	\$ 15,142
581051	PUC - Light, Heat and Power	\$ 958,817	\$ 568,009	\$ 390,808
581063	PUC - Sewer Service	\$ 77,412	\$ 76,475	\$ 937
581064	PUC - Water	\$ 74,031	\$ 70,516	\$ 3,515
581140	DT - Technology Projects	\$ 80,513	\$ 1,280	\$ 79,233
581210	DT - Technology Infrastructure	\$ 149,552	\$ 149,552	\$ -
581270	City Attorney - Legal Services	\$ 93,000	\$ 36,212	\$ 56,788
581325	DTIS - Enterprise Agreement	\$ 11,553	\$ 11,553	\$ -
581360	DTIS - Telephone Services	\$ 30,480	\$ 20,824	\$ 9,656
581410	GSA - Custodial Services	\$ 2,742,425	\$ 2,160,126	\$ 582,299
581450	DHR - Management Training	\$ 42,790	\$ -	\$ 42,790
581460	DHR - Workers Compensation	\$ 135,203	\$ 98,156	\$ 37,048
581570	DPH - Medical Services/Training	\$ 61,732	\$ 1,907	\$ 59,826
581580	DPH - Toxic Waste & Haz. Mat Svcs.	\$ 24,556	\$ 258	\$ 24,298
581820	Purchasing - Reproduction	\$ 8,500	\$ 182	\$ 8,318
581880	Rec. Park - Gardener Services	\$ 187,264	\$ 138,135	\$ 49,129
TOTAL OPERATING		\$ 17,603,894	\$ 14,133,870	\$ 3,470,024
14680	Facilities Maintenance	\$ 585,888	\$ 385,391	\$ 200,497
14690	Capital Improvements	\$ 3,485,141	\$ 321,176	\$ 3,163,965
067ACP	Capital Equipment	\$ -	\$ -	\$ -
GRAND TOTAL		\$ 21,674,923	\$ 14,840,438	\$ 6,834,485
10000	Debt Service	\$ 9,502,809	\$ 9,437,088	\$ 65,721
14720	War Memorial Reserve	\$ 1,649,456	\$ 141,048	\$ 1,508,408
14700	Concessions Equip. Repl. Fund	\$ 52,424	\$ 499	\$ 51,925

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

PO Number	Description	Amount	Fund Source
<u>PURCHASE ORDER</u>			
617261	IBARRA BROTHERS PRINTING	\$ 300.00	14670
618650	PATRICK & CO	\$ 165.44	14670
618658	AQUA TREAT CHEMICALS INC	\$ 2,294.00	14670
618660	AQUA TREAT CHEMICALS INC	\$ 540.93	14670
618882	SCHNEIDER ELECTRIC BUILDINGS AMERICAS	\$ 9,199.70	14680
618899	ALAMEDA ELECTRICAL DISTRIBUTORS INC	\$ 153.92	14670
618901	B B I ENGINEERING INC	\$ 4,136.00	14680
618904	B B I ENGINEERING INC	\$ 805.83	14670
618921	HOLZMUELLER CORP	\$ 6,452.00	14680
618925	GRAINGER	\$ 718.10	14670
619321	SIEMENS INDUSTRY INC	\$ 191,413.00	14670
619322	SIEMENS INDUSTRY INC	\$ 104,683.00	14670
619323	SIEMENS INDUSTRY INC	\$ 64,360.00	14670
619327	SIMPSON GUMPERTZ & HEGER INC	\$ 41,000.00	14670
619619	PATRICK & CO	\$ 187.96	14670
619637	AQUA TREAT CHEMICALS INC	\$ 2,700.00	14670
619642	AGURTO CORPORATION DBA PESTEC	\$ 215.00	14670
619644	GALA SYSTEMS INC	\$ 5,100.00	14670
621683	CHARLES PANKOW BUILDERS LTD	\$ 142,048.00	14670
622281	TK ELEVATOR CORPORATION	\$ 15,525.16	14670
622298	COIT SERVICE INC	\$ 4,786.59	14670
622416	B B I ENGINEERING INC	\$ 5,595.80	14670
622812	CHARLES PANKOW BUILDERS LTD	\$ 6,546.02	14670
622812	CHARLES PANKOW BUILDERS LTD	\$ 219,011.98	14690
623200	IMAGE SALES INC	\$ 554.49	14670
623696	UNITED CALIFORNIA GLASS & DOOR	\$ 5,000.00	14670
624254	UNION SERVICE COMPANY INC	\$ 9,500.00	14670
624280	UNION SERVICE COMPANY INC	\$ 6,500.00	14670
624283	UNION SERVICE COMPANY INC	\$ 23,200.00	14670
624290	D W NICHOLSON CORP	\$ 975.00	14670
624306	D T C GRIP & ELECTRIC INC	\$ 4,949.50	14680
624316	B B I ENGINEERING INC	\$ 1,071.80	14680
624318	B B I ENGINEERING INC	\$ 1,873.32	14680
624328	XTECH	\$ 1,975.00	14670
624348	D T C GRIP & ELECTRIC INC	\$ 397.36	14670
624362	PACE SUPPLY CORP	\$ 2,213.28	14680
624398	BEARING AGENCIES INC	\$ 1,582.80	14680
624401	HOLZMUELLER CORP	\$ 4,568.75	14680
624403	GRAINGER	\$ 737.51	14680
624416	B B I ENGINEERING INC	\$ 1,033.00	14670
624416	B B I ENGINEERING INC	\$ 9,969.62	14680
624551	MCCLURE ELECTRIC INC	\$ 43,179.00	14670
624553	MCCLURE ELECTRIC INC	\$ 23,725.27	14720

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

PO Number	Description	Amount	Fund Source
624554	MCCLURE ELECTRIC INC	\$ 8,412.00	14670
	Total	\$ 979,356.13	
FUND CODE:	DESCRIPTION:		
14670	Operating	\$ 689,864.60	
14680	Facilities Maintenance	\$ 46,754.28	
14690	Capital Projects	\$ 219,011.98	
14700	Concessions Equipment Replacement Fund	\$ -	
14720	War Memorial Reserve	\$ 23,725.27	
14820	Gift Fund	\$ -	
	Total	\$ 979,356.13	

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
SPECIAL HIRING COMMITTEE / SPECIAL MEETING

Tuesday, May 10, 2022

The Special Hiring Committee of the Board of Trustees of the War Memorial of San Francisco met in-person at 11:00 a.m. on Tuesday, May 10, 2022, Chair Horn presiding.

ROLL CALL

Committee Members Present: Chair Horn, Vice President Lui, Trustee Wright
Non-Committee Members Present: None
Staff Present: John Caldon, Managing Director

Public Employee Appointment / Hiring: Assistant Managing Director / Executive Secretary of the San Francisco War Memorial & Performing Arts Center:

President Horn, Chair of the ad hoc Special Hiring Committee, announced that as noticed on the agenda, the Committee would hold a closed session pursuant to California Government Code Section 54957(b)(1) and San Francisco Administrative Code Section 67.10(b) to review, interview, discuss, and recommend a candidate for appointment as Deputy Department Head II of the San Francisco War Memorial and Performing Arts Center.

Chair Horn stated that prior to going into closed session, the Committee would hear public comment on all matters pertaining to closed session. Chair Horn called for any public comment relating to any aspect of the of the agenda item, including whether the Committee should disclose any or all of its closed session discussion. There being no public comment, Chair Horn closed public comment.

Chair Horn announced the Committee would enter closed session pursuant California Government Code Section 54957(b)(1) and San Francisco Administrative Code Section 67.10(b).

CLOSED SESSION

The Committee returned to open session.

Chair Horn called for a motion whether to disclose any or all of its discussion during the closed session. On motion of Trustee Wright, seconded by Vice President Lui, the Committee voted unanimously not to disclose its closed session discussion.

ADJOURNMENT

There being no further business, Chair Horn adjourned the meeting at 2:37 p.m.

John Caldon
Managing Director

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR BOARD MEETING

Thursday, May 12, 2022

The Board of Trustees of the War Memorial of San Francisco met in regular session on Thursday, May 12, 2022, at 2:00 p.m., in the Trustees' Board Room, War Memorial Opera House, President Horn presiding. As authorized by California Government Code Section 54953(e) and Mayor Breed's 45th Supplement to her February 25, 2020 emergency proclamation, some members of the public also attended this meeting remotely.

ROLL CALL

Present: President Horn, Vice President Lui, Trustee Fisher, Trustee Gatti, Trustee Kopp, Trustee Muduroglu, Trustee Myatt, Trustee Pelosi, Trustee Wilsey

Absent: Trustee Moscone and Trustee Wright

Staff Present: John Caldon, Managing Director

PRESIDENT'S REPORT

Appointment of New Trustees: President Horn welcomed two new Trustees, Sakurako Fisher, former President of the San Francisco Symphony, and Maryam Muduroglu, current President of the San Francisco Opera Guild, to the Board. Trustee Fisher expressed her gratitude to the Board and stated that she looks forward to being able to contribute in a meaningful way. Trustee Muduroglu expressed her excitement about experiencing a "behind-the-scenes" tour with Director Caldon and President Horn a few weeks ago and said she looks forward to learning from the Board. Vice President Lui joined President Horn in his remarks and extended a warm welcome to the two new Trustees of the Board.

Helgi Tomasson Retirement: President Horn remarked that on Sunday, the San Francisco Ballet marked the end of its 2022 season with Swan Lake and the culmination of Helgi Tomasson's remarkable 37-year tenure as Artistic Director and Principal Choreographer. He extended gratitude on behalf of the Trustees for Mr. Tomasson's career, which transformed the Ballet and inspired generations of dancers.

Committee Assignments: President Horn announced that with the addition of the two new Trustees, new Committee assignments would be circulated to the Board.

Good and Welfare: With no objection from Trustees, President Horn called the Good and Welfare agenda item at the beginning of the meeting.

Trustee Myatt offered his resignation to the Board of Trustees due to his relocation outside of the City and County of San Francisco. Trustee Myatt fondly recounted his time on the Board with pride, beginning in 2006, and thanked all the Trustees with whom he served. He expressed thanks to Elizabeth Murray and John Caldon for their leadership, especially with how staff was utilized during the pandemic. He noted some of the accomplishments that he was most proud of whilst serving on the Board: the design, fundraising, construction, and dedication of the Veterans Monument in the Memorial Court in October 2014; and the renovation and seismic upgrades of the Veterans Building, which was the culmination of 22 years of work by Trustees and staff, in particular President Tom Horn. Trustee Myatt also discussed how remarkable it was that the Board covered the cost of expenses for the American Legion War Memorial Commission during the COVID-19 pandemic induced closures of the Herbst Theatre. He also expressed gratitude for how the Board handled itself during the lawsuit filed against it by the American Legion War Memorial Commission and remarked at the good relationship the Board has with the Commission now. Trustee Myatt thanked the Board for all the great times he has had taking care of the marvelous War Memorial complex.

President Horn expressed his gratitude to Trustee Myatt for his support and leadership over the years and emphasized the importance of having veteran representation on the Board. Trustee Kopp also thanked Trustee Myatt for his work on the Board of Trustees, as well as his work with the Marines Memorial Club, the Korean War Memorial Foundation, and the WWI Commemoration Committee in the Veterans Building. Trustee Gatti expressed his respect for the dignity and integrity with which Trustee Myatt maintained his position on the Board.

MANAGING DIRECTOR'S REPORT

Approval of Consent Agenda: Director Caldon stated that items submitted on the Consent Agenda included: the minutes of the March 10, 2022 Regular Meeting of the Board; Rental Requests for April 14, 2022 and May 12, 2022; March and April 2022 Housekeeping Expenditure Reports, and the Resolution Adopting Findings to Allow Teleconferenced Meetings Under California Government Code.

On motion of Trustee Wilsey, seconded by Trustee Gatti, the following resolution was unanimously adopted:

RESOLUTION NO. 22-08

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the minutes of the March 10, 2022 Regular Meeting of the Board; Rental Requests for April 14, 2022 and May 12, 2022; March and April 2022 Housekeeping Expenditure Reports, and the Resolution Adopting Findings to Allow Teleconferenced Meetings Under California Government Code are hereby approved.

Capital Upgrades: Director Caldon then reported that the Capital Planning Department has agreed to allocate to the War Memorial an additional \$2.2 million for the modernization of Davies Symphony Hall elevators. He stated that the department now has adequate funding to modernize both of the remaining passenger elevators. Director Caldon stated that the work will take approximately two years to complete. He also reported that the Capital Planning Committee is providing initial funding of \$5 million towards the \$12 million cost of the Opera House mansard roof. He noted that Vice President Lui directed him to have DPW conduct an assessment to determine the current condition of the roof and to provide an updated estimate on repair costs. President Horn thanked Vice President Lui for her dogged determination regarding this project.

Staffing: Director Caldon then reported that staffing levels have been low for the last two years due to the hiring freeze instituted at the beginning of the COVID-19 pandemic. He noted that the department recently hired additional security guards, is in the process of hiring more engineers, and with the approval of the Board, the new Assistant Managing Director. Director Caldon stated that by the end of this fiscal year, the department should be back to being almost fully staffed. He expressed his thanks to the staff for everyone "doing two jobs" over the past two years and looks forward to being close to fully staffed soon.

COMMITTEE REPORT

Special Hiring Committee: President Horn then reported that the work of the Special Hiring Committee has been accomplished, and the Committee will present its recommendation for a new Assistant Managing Director/Executive Secretary to the Board. He noted that the San Francisco Administrative Code and the Brown Act allow for this discussion and the vote to appoint the new Assistant Managing Director/Executive Secretary to be held in closed session. He stated that if the Board of Trustees votes to convene in closed session, all members of the public and staff will be excused from the meeting room and as is the prerogative of the Board, President Horn requested that staff members John Caldon and Francesca Cicero remain with Trustees in closed session in order to facilitate the meeting.

On motion of Vice President Lui, seconded by Trustee Wilsey, the Board voted unanimously to enter closed session to consider and potentially appoint a new Assistant Managing Director/Executive Secretary of the Board of Trustees of the War Memorial and Performing Arts Center.

The Board of Trustees then moved into closed session for that discussion.

After reconvening in open session, the Board unanimously approved a motion by Vice President Lui and seconded by Trustee Wilsey to not disclose matters discussed in closed session. President Horn reported that although the Trustees would not be disclosing the discussions held in closed session, the Trustees did vote to make an offer of appointment to a candidate and that their appointment will become effective upon completion of the candidate's background check and their acceptance of the offer. He noted that a public announcement naming the candidate would be made following those actions.

PUBLIC COMMENT

Public comment is an opportunity for members of the public to directly address the Trustees on items within the subject matter jurisdiction of the Board, but not on the agenda.

President Horn stated that during COVID-19 health emergency while Trustees are meeting remotely, members of the public may address the Board by emailing their public comment to WarMemorialBoard@sfgov.org or by leaving public comment as a voicemail at 415-554-6377 in advance of Board meetings. President Horn also invited the public to leave additional public comment until 12:00 p.m. on War Memorial Board meeting day. Trustees encourage the public to provide their comments and feedback by email or voicemail. It should be noted that no public comment was received either prior to the meeting or in the subsequent week.

There being no public comment, President Horn closed public comment.

ADJOURNMENT

There being no further business to come before the Board, President Horn adjourned the meeting at 2:53 p.m.

John Caldon
Managing Director

**RESOLUTION MAKING FINDINGS TO ALLOW TELECONFERENCED
MEETINGS UNDER CALIFORNIA GOVERNMENT CODE SECTION
54953(e)**

WHEREAS, California Government Code Section 54953(e) empowers local policy bodies to convene by teleconferencing technology during a proclaimed state of emergency under the State Emergency Services Act so long as certain conditions are met; and

WHEREAS, In March, 2020, the Governor of the State of California proclaimed a state of emergency in California in connection with the Coronavirus Disease 2019 (“COVID-19”) pandemic, and that state of emergency remains in effect; 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 also remain in effect; 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; and

WHEREAS, Consistent with the Mayor’s orders and State law, the War Memorial Board of Trustees met remotely during the COVID-19 pandemic through March 6, 2022; and

WHEREAS, On February 10, 2022, the Mayor issued an emergency order that (1) requires decision-making boards and commissions established in the Charter (with the exception of the Board of Supervisors) to hold meetings in person at a physical location where members of the public may attend and provide comment, (2) allows members of those boards and commissions to participate remotely in the in-person meetings for COVID-related health reasons, (3) allows but does not require subcommittees of those boards and commissions to meet in person at a physical location where members of the public may attend and provide comment, and (4) prohibits all other policy bodies (with the exception of the Board of Supervisors and its committees) from meeting in person under any circumstances, with limited exceptions; and

WHEREAS, On September 16, 2021, the Governor signed AB 361, a bill that amended the Brown Act to allow local policy bodies to continue to meet by

teleconferencing during a state of emergency without complying with restrictions in State law that would otherwise apply, provided that the policy bodies make certain findings at least once every 30 days; and

WHEREAS, While federal, State, and local health officials emphasize the critical importance of vaccination (including a booster once eligible) and consistent mask-wearing, regardless of vaccination status, to prevent the spread of COVID-19, the City's Health Officer has issued at least one order (Health Officer Order No. C19-07y, available online at www.sfdph.org/healthorders) and one directive (Health Officer Directive No. 2020-33i, available online at www.sfdph.org/directives) that continue to recommend measures to promote safety for indoor gatherings, including vaccination, masking, improved ventilation, and other measures, in certain contexts; and

WHEREAS, The California Department of Industrial Relations Division of Occupational Safety and Health ("Cal/OSHA") has promulgated Section 3205 of Title 8 of the California Code of Regulations, which requires most employers in California, including in the City, to train and instruct employees about measures that can decrease the spread of COVID-19; and

WHEREAS, Without limiting any requirements under applicable federal, state, or local pandemic-related rules, orders, or directives, the City's Department of Public Health, in coordination with the City's Health Officer, has advised that for group gatherings indoors, such as meetings of boards and commissions, people can increase safety and greatly reduce risks to the health and safety of attendees from COVID-19 by maximizing ventilation, wearing well-fitting masks regardless of vaccination status (and as required for unvaccinated people by the State of California's indoor masking order), encouraging vaccination (including a booster as soon as eligible), staying home when sick or when experiencing any COVID-19 symptom, discouraging consumption of food or beverages in the meeting, following good hand hygiene practices, and making informed choices when gathering with people whose vaccination status is not known; and

WHEREAS, the War Memorial Board of Trustees will begin meeting in person consistent with the Mayor's February 10, 2022 order, allowing members to participate by video from a separate location for COVID-related health reasons and providing members of the public an opportunity to observe and provide public comment either in person or remotely; now, therefore, be it

RESOLVED, That the War Memorial Board of Trustees finds as follows:

1. As described above, the State of California and the City remain in a state of emergency due to the COVID-19 pandemic. At this meeting, the War Memorial Board of Trustees has considered the circumstances of the state of emergency.
2. As described above, because of the COVID-19 pandemic, conducting meetings of this body and its committees in person without allowing certain members of this body to attend remotely would present imminent risks to the health or safety of certain attendees due to COVID-19, and the state of emergency continues to directly impact the ability of those members to meet safely in person; and, be it

FURTHER RESOLVED, That for at least the next 30 days, the War Memorial Board of Trustees will hold in-person meetings, with some members possibly appearing remotely. If all members of the War Memorial Board of Trustees are unable to attend in person for COVID-related health reasons, then the War Memorial Board of Trustees will hold the meeting remotely without providing an in-person meeting location. If the War Memorial Board of Trustees votes to allow it and appropriate space is available, the War Memorial Board of Trustees' subcommittees may hold in-person meetings as well, or alternatively, the subcommittees may hold meetings 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). All meetings of the War Memorial Board of Trustees and its committees will provide an opportunity for members of the public to address the body 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; and, be it

FURTHER RESOLVED, That the Executive Secretary of the War Memorial Board of Trustees is directed to place a resolution substantially similar to this resolution on the agenda of a future meeting of the War Memorial Board of Trustees within the next 30 days. If the War Memorial Board of Trustees does not meet within the next 30 days, the Executive Secretary is directed to place a such resolution on the agenda of the next meeting of the War Memorial Board of Trustees.