WAR MEMORIAL BOARD OF TRUSTEES
War Memorial Opera House
301 Van Ness Avenue, Fourth Floor Board Room
San Francisco, California 94102
(Entry at Opera House North "Carriage" Door)

OFFICIAL MEETING NOTICE
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR MEETING
Thursday, November 14, 2019 at 2:00 p.m.

AGENDA

Roll Call.

Approval of Minutes:
1. Approval of minutes of the Building Committee meeting of October 10, 2019.
   (Draft minutes of the Building Committee meeting of October 10, 2019.)
   Action
2. Approval of minutes of the regular meeting of October 10, 2019.
   (Draft minutes of the Regular meeting of October 10, 2019.)
   Action

President’s Report: Current developments and announcements.

Managing Director’s Report:
1. Rental Requests: Opera House; Davies Symphony Hall; Herbst Theatre; Wilsey Center.
   (Rental Requests for November 14, 2019; Additional Rental Requests for November 14, 2019.)
   Action
2. Director’s Report: Managing Director to report on recent activities and make announcements.
   Information

Secretary’s Report:
1. Approval of Revised September 2019 Revenue Report.
   (Revised Revenue Report for September 30, 2019.)
   Action
   (Revenue, Appropriations, Housekeeping Expenditures Reports for October 31, 2019.)
   Action

Regular Items.
1. Global Gourmet Catering request to invest up to $100,000 for food and beverage related facility improvements in the War Memorial Opera House and Louise M. Davies Symphony Hall as part of its contractually required investment for improvements.
   (Letter dated November 6, 2019, from Laura Lyons, President/CEO of Global Gourmet Catering, requesting approval for Global to invest up to $100,000 in food and beverage facility improvements at the War Memorial Opera House and Louise M. Davies Symphony Hall as part of its contractual obligation to invest in facility improvements.)
   Refer to Committee

2. Global Gourmet request for approval of updated pricing schedule.
   (Letter dated November 6, 2019, from David Ashley, COO/CFO of Global Gourmet Catering, requesting approval of updated pricing schedule for food and beverage concessions.)
   Refer to Committee

3. Veterans Commemoration Committee Request to install directional signage on the second floor of the Veterans Building to guide patrons to the World War I exhibit.
   (Letter dated November 5, 2019, from Ken Maley, Project/Exhibits Coordinator of the Veterans Commemoration Committee.)
   Refer to Committee
4. San Francisco Opera request to approve a “What Does Home Mean to You?” activation in the main lobby of the War Memorial Opera House during performances of “Hansel and Gretel,” in partnership with local community-based nonprofit organizations Community Housing Partnership and Compass Families.

(Letter and diagram dated November 6, 2019, from the San Francisco Opera Community Partnership Committee.)

**Action**

**Good and Welfare:** Opportunity for Trustees to make remarks including special thanks and congratulatory remarks.

**General Public Comment:** Public comment on items within the jurisdiction of the Board of Trustees, but not on the agenda.

**Adjournment.**

**Note:** There will be an opportunity for public comment on each agenda item.
### BOARD OF TRUSTEES
- Nancy H. Bechtle, President
- Thomas E. Horn, Vice President
- Belva Davis
- Stanlee Ray Gatti
- Lt. Col. Wallace I. Levin, CSMR (Ret.)
- Gorretti Lo Lui
- Mrs. George R. Moscone
- MajGen J. Michael Myatt, USMC (Ret.)
- Paul F. Pelosi
- Charlotte Mailliard Shultz
- Diane B. Wilsey

### DEPARTMENT REPRESENTATIVES
- John Caldon, Managing Director
- Jennifer Norris, Assistant Managing Director and Executive Secretary

The ringing and use of cell phones, pagers, and similar sound-producing electronic devices are prohibited at this meeting. The President may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or similar sound-producing electronic device.

In order to assist the City’s efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity, or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

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### ACCESSIBLE MEETING POLICY
Per the Americans with Disabilities Act and the Language Access Ordinance, Chinese, Spanish, and/or American Sign Language interpreters will be available upon request. Additionally, every effort will be made to provide a sound enhancement system, meeting materials in alternative formats, and/or a reader. Requesting accommodations at least 72 hours in advance will help ensure availability. Minutes may be translated after they have been adopted by the Board. For all these requests, please contact the War Memorial Office at least 72 hours before the meeting at (415) 621-6600. Late requests will be honored if possible. The hearing room is wheelchair accessible.

Según lo exige la Ley sobre Estadounidenses con Discapacidades (Americans with Disabilities Act) y la Ordenanza de Acceso a Idiomas (Language Access Ordinance), los servicios de interpretación en chino, español y para el lenguaje de signos estarán disponibles a petición. Además, se hará todo el esfuerzo posible para tener disponible un sistema de sonido adecuado, los materiales de la reunión en formatos alternativos y un lector. Solicite las acomodaciones por lo menos 72 horas por adelantado para asegurar su disponibilidad. Las minutas se pueden traducir tras la aprobación de la Comisión. Para pedir estos servicios, comuníquese con la administración de War Memorial, por lo menos 72 horas antes de la reunión, llamando al (415) 621-6600. Las solicitudes tardías serán consideradas de ser posible. La sala de audiencias es accesible a sillas de ruedas.

根据《美国残疾人法 案》(Americans with Disabilities Act) 和《语言服务条例》(Language Access Ordinance)，中文、西班牙语 和或美国手语传译员在收到要求后将会提供传译服务。另外，我們將盡力提供擴音設備 同時也將會提供不同格式的會 議資料 和或提供閱讀器。此外翻譯版本的會議記錄可在委員會通過後提供。上述的要求，請於會議前最少72 小時至電 415/621-6600 向War Memorial 辦公室 提出。提前至少72 小時作出調適請求，有助於確保獲取到該服務。逾期提出的請求 若可能的話 亦會被考慮接納。聽釦室設有輪椅通道。

**DISABILITY ACCESS**

The War Memorial Board of Trustees meetings are held in the Board Room, War Memorial Opera House, 301 Van Ness, 4th floor. The meeting location is between Grove and McAllister Streets and is wheelchair accessible. MUNI’s No. 5, 47, and 49 accessible bus lines serve this location. For information about MUNI accessible services, call 415-923-6142. The closest accessible BART station is located in the Civic Center at Market and Eighth Streets. Accessible parking is available at the following locations: two (2) designated blue curb spaces on the southwest corner of McAllister Street at Van Ness Avenue; and the Performing Arts Garage (entrance on Grove Street between Franklin and Gough Streets, immediately behind the San Francisco War Memorial and Performing Arts Center).

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(Chapter 67 of the San Francisco Administrative Code). Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE, OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE.

Sunshine Ordinance Task Force  
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Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Ordinance Task Force, at the San Francisco Public Library, and on the City's website at [http://www.sfgov.org/sunshine](http://www.sfgov.org/sunshine).