AGENDA

Roll Call.

Approval of Minutes:

1. Approval of minutes of the Presentors’ Liaison Committee meeting of December 11, 2019.  
   (Draft minutes of the Presentors’ Liaison Committee meeting of Dec 11, 2019.)  
   Action

2. Approval of minutes of the regular meeting of December 12, 2019.  
   (Draft minutes of the Regular meeting of Dec 12, 2019.)  
   Action

President’s Report: Current developments and announcements.

   Information/Discussion

Managing Director’s Report:

1. Rental Requests: Opera House; Davies Symphony Hall; Herbst Theatre; Wilsey Center.  
   (Rental Requests for January 9, 2020; Additional Rental Requests for January 9, 2020.)  
   Action

2. Director’s Report: Managing Director to report on recent activities and make announcements.  
   Information

Secretary’s Report:

1. Approval of December 2019 Housekeeping Expenditures.  
   (Revenue, Appropriations, Housekeeping Expenditures Reports for December 31, 2019.)  
   Action

Regular Items.

1. SF Ballet retroactive request to install lighting in the trees lining the War Memorial Court  
   In association with their 75th Anniversary presentation of The Nutcracker at the War Memorial  
   Opera House.  
   (Letter dated December 30, 2019 from Julie Begley, Chief Marketing Officer, SF Ballet requesting retroactive  
   approval to install lights in the trees lining the War Memorial Court.)  
   Action

2. Global Gourmet Catering request for food and beverage pricing increases in War Memorial and  
   Performing Arts Center food and beverage facilities effective January 16, 2020.  
   a. Letter dated December 5, 2019 from Global Gourmet Catering requesting adjustments to the price of selected  
      food and beverage offerings, includes pricing chart for 2016 to present.  
   b. Chart dated December 2019, comparing War Memorial beverage prices to those at comparable local venues.  
   Action

3. Removal and Replacement of the Pittosporum Trees adjacent to the Opera House and  
   Veterans Building  
   (Tree Management Experts’ Arborist Report dated May 17, 2017, recommending removal and replacement of  
   Pittosporum Trees at War Memorial Opera House and Veterans Building.)  
   Refer to Committee
4. Veterans Commemoration Committee request to install exhibit banners in Veterans Building Lobby and to host a reception celebrating the 75th Anniversary of the signing of the UN Charter
   (Letter titled “Veterans Commemoration Committee 2020 Exhibits and Activities” from Veterans Commemoration Committee requesting approval to install exhibit panels in the Veterans Building Lobby, and to host a reception in the Herbst Theatre lobby and lower lounge celebrating the 75th Anniversary of the UN Charter Conference and Signing.)

   Refer to Committee

   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.

   Information/Discussion

   Adjournment.

   Note: There will be an opportunity for public comment on each agenda item.
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.

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100 – 2.160] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, telephone (415) 252-3100; fax (415) 252-3112; e-mail ethics.commission@sfgov.org and web site http://www.sfgov.org/ethics.

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.

根據《美國 殘疾 人 士 法 案》（Americans with Disabilities Act）和《語言服務條例》（Language Access Ordinance），中文、西班牙語，和/或美國手語譯員在收到要求後將會提供譯員服務。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/或提供讀取器。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小時致電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。聽證室設有輪椅通道。

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).

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

(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.