During the Coronavirus (COVID-19) pandemic, the Board Room of the War Memorial Board of Trustees (WMBT) is closed. Pursuant to the Governor’s Executive Order N-29-20, and the Fifth Supplement to the Mayoral Proclamation Declaring the Existence of a Local Emergency, this meeting will be held by teleconference.

The public is encouraged to join the teleconference meeting by phone. Public comment may be submitted in advance of the meeting by email to WarMemorialBoard@sfgov.org or by voicemail at 415-554-6308. Comments submitted no later than 12:00 p.m. the Wednesday prior to the meeting will be included in the record.

TO JOIN TELECONFERENCE MEETING: Dial 415-906-4659 and enter Access Code 647 137 104#

AGENDA

Roll Call.

Acknowledge and Adopt Meeting Notice and Meeting Conduct Requirements Pursuant to the Governor’s Executive Order N-29-20 and the Fifth Supplement to Mayoral Proclamation Declaring the Existence of a Local Emergency:

Acknowledge and authorize notice and conduct of this and subsequent War Memorial Board and Committee meetings pursuant to the authorization contained in the Governor’s Executive Order N-29-20, which waives certain notice and meeting conduct requirements under the Brown Act, and the Fifth Supplement to Mayoral Proclamation Declaring the Existence of a Local Emergency, in order to permit meetings to be conducted remotely, as well as to implement procedures to address requests for reasonable accommodation or modification consistent with the Americans with Disabilities Act. This authorization shall apply only during the period in which state or local public health officials have imposed or recommended social distancing measures.

Approval of Minutes:

1. Approval of minutes of the Building Committee meeting of March 12, 2020. 
   (Draft minutes of the Building Committee meeting of March 12, 2020.)

2. Approval of minutes of the Regular meeting of March 12, 2020.
   (Draft minutes of the Regular meeting of March 12, 2020.)

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 April 23, 2020; Additional Rental Requests for April 23, 2020.)

2. Rental Refunds: Opera House; Davies Symphony Hall; Herbst Theatre; Wilsey Center.
   (Rental Refunds for April 23, 2020; Additional Rental Refunds for April 23, 2020.)

3. Director’s Report: Managing Director to report on recent activities and make announcements.
War Memorial Board of Trustees
April 23, 2020

Secretary's Report:

1. Approval of March 2020 Housekeeping Expenditures.
   (Revenue, Appropriations, Housekeeping Expenditures Reports for March 31, 2020.)

Regular Items:

1. Revised War Memorial Departmental Budget for Fiscal Years 2020-21 and 2021-22.

2. Consideration of staff recommendation to waive broadcast origination fees for all previously made audio and video recordings during COVID-19 venue closures.

3. Consideration of staff recommendation to adopt a policy regarding the issuance of rental fee refunds when requested by licensees during COVID-19 venue closures.

4. Request by San Francisco Ballet and San Francisco Opera to delay the Opera House Seat Replacement Project to provide for more performance opportunities in Spring/Summer 2021.
   (Letter dated April 14, 2020 from San Francisco Ballet and San Francisco Opera requesting that the Opera House Seat Replacement Project be rescheduled from Spring/Summer 2021 to a future period of time in order to allow for the possibility of additional revenue generating performance opportunities in Spring/Summer 2021.)

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.
San Francisco War Memorial and Performing Arts Center

BOARD OF TRUSTEES

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John Caldon,
Managing Director
Jennifer Norris,
Assistant Managing Director and
Executive Secretary
Telephone: (415) 621-6600
FAX: (415) 621-5091

Interested persons unable to attend this meeting may submit written comments regarding agenda items which will be distributed to Trustees, and made part of the official public record.

Materials accompanying agenda items are available for inspection and copying on our website http://sfmpac.org and during regular office hours at the War Memorial office, located at 401 Van Ness Avenue, Suite 110, San Francisco, CA 94102. Any materials distributed to the members of the War Memorial Board of Trustees within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the above-mentioned War Memorial office during regular business hours, on our website, or at the meeting.

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傳譯員在收到要求後將會提供傳譯服務。另外，我們將盡力提供擴音設備，同時也會提供不同格式的會議資料和或提供譯器。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 辦公室提交。提前至少72小時作出申請請求，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
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689
Office: (415) 554-7724 Fax: (415) 554-7854
E-mail: sotf@sfgov.org

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.