OFFICIAL MEETING NOTICE

WAR MEMORIAL BOARD OF TRUSTEES
REGULAR MEETING

Thursday, January 12, 2023, at 2:00 p.m.

This meeting will be held in person at the location listed above. As authorized by California Government Code Section 54953(e) and Mayor Breed’s 45th Supplement to her February 25, 2020 emergency proclamation, it is possible that some members of the War Memorial Board of Trustees may attend this meeting remotely. In that event, those members will participate and vote by video.

The public is encouraged to join the meeting in person at the physical meeting location listed above or online. Public comment may be submitted in advance of the meeting by email to WarMemorialBoard@sfgov.org or by voicemail at 415-554-6377. Comments submitted no later than 12:00 p.m. the Wednesday prior to the meeting will be included in the record. Instructions for attending the meeting online are below.

TO JOIN VIA TELECONFERENCE:
• Dial In: (669) 444 9171
• Meeting ID: 891 2228 7567
• Passcode: 396319

TO JOIN ONLINE: https://bit.ly/WMBT-12Jan2023

AGENDA

Roll Call.

President’s Report:
1. Current developments and announcements. Information

Acting Managing Director’s Report:
1. Consent Agenda:
      (Draft minutes of Regular Meeting of December 8, 2022.)
   b. Rental Requests: Opera House; Davies Symphony Hall; Herbst Theatre; Wilsey Center.
      (Rental Requests for January 12, 2023; Additional Rental Requests for January 12, 2023.)
      (Revenue, Appropriations, Housekeeping Expenditures Reports for December 31, 2022.)
   d. Adopt Findings to Allow Teleconferenced Meetings Under California Government Code Section 54953(e).
      (Resolution adopting findings under California Government Code to allow remote access by Commission members and the public to in-person Charter Commission meetings during the COVID-19 emergency; continuing to allow for remote access to in-person meetings for the next 30 days; and directing the Executive Secretary to include on future agendas a similar resolution.)
2. Director’s Report: Acting Managing Director to report on recent activities and make announcements.

Committee Reports:

1. Special Hiring Committee:
   a. Selection of Managing Director of the San Francisco War Memorial and Performing Arts Center – Managing Director Job Description and Hiring Process.
      Discussion and possible action to adopt Committee recommendation(s) on the proposed job description and hiring process for Managing Director of the San Francisco War Memorial and Performing Arts Center (Department Head II).

Regular Items:

1. Consideration of request from Global Gourmet Catering to amend original contract terms.
   (Letter from Garo Eldemir, Director of Concessions for Global Gourmet Catering, dated January 3, 2023.)
   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.

Adjournment.

Note: There will be an opportunity for public comment on each agenda item.
Materials accompanying agenda items are available for inspection and copying on our website sfwarmemorial.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.

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/或美国手语译员在收到要求后将提供服务。同时，我们将尽力提供音量设备，同时提供不同格式的会议资料，和/或提供阅读器。此外，如果需要翻译版本的会议记录可以在委员会通过后提供。上述的要求，请于会议前至少72小时致电415/621-6600向War Memorial办公室提出。提前至少72小时作出调适请求，有助于确保获取到该服务。逾期提出的要求，若可能的话，亦会被考虑接纳。听证室设有轮椅通道。

**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 sfgov.org/sunshine.