

SAN FRANCISCO WAR MEMORIAL AND PERFORMING ARTS CENTER

RENTAL REQUESTS: JANUARY 12, 2023

DAVIES SYMPHONY HALL

San Francisco Symphony	2022-23 Season Partial June-August, 2023	\$82,255.00 vs. 10% \$85,295.00 maximum
RealitySF Easter Service	April 9, 2023	\$4,000.00

HERBST THEATRE

SF Philharmonic Spring Concert	March 4, 2023	\$1450.00
Youth Speaks Teen Poetry Slam Finals	March 10, 2023	\$1450.00
SF Int'l New Concept Film Festival 2023 SFINCFE Awards	November 19, 2023	\$2850.00

WILSEY CENTER

SF Human Rights Commission Film Screening	April 4, 2023	\$860.00
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San Francisco War Memorial
FY 2022-23 Revenue Report - December 31, 2022

Account		DECEMBER REVENUE	YEAR TO DATE	LAST YEAR TO DATE	FY 2018-2019
FACILITY RENTAL					
435511	Opera House	\$ 125,490.00	\$ 423,470.00	\$ 220,832.01	\$ 474,056.90
435512	Green Room	29,415.00	126,755.00	54,049.16	236,380.00
435521	Herbst Theatre	34,773.00	161,778.00	107,768.70	319,000.00
435531	Davies Symphony Hall	16,720.00	278,380.80	388,790.00	456,885.15
435542	Wilsey Center	7,885.00	91,810.00	143,857.14	85,230.00
462891	Zellerbach Rehearsal Hall	44,590.00	171,350.00	167,335.00	192,395.00
OFFICE RENTAL					
435517	San Francisco Ballet (OH)	\$ -	\$ 13,856.30	\$ 18,279.66	\$ 94,491.74
435519	San Francisco Opera (OH)	15,982.59	120,112.17	90,363.12	13,087.76
435539	San Francisco Symphony (DSH)	16,099.20	96,595.20	91,022.40	85,914.00
435540	Veterans Bldg. Office Rent (SFO)	40,199.22	216,978.69	226,882.84	250,816.30
462861	Veterans Building Occupancy Fees	12,264.48	66,279.60	68,924.94	1,625.82
FOOD/BEVERAGE CONCESSIONS					
435611	Opera House	\$ 36,343.80	\$ 101,891.93	\$ -	\$ 147,210.76
435611	Herbst Theatre	2,786.19	13,246.38	-	42,073.63
435631	Davies Symphony Hall	16,307.55	58,797.32	-	146,511.31
PROGRAM CONCESSIONS					
435612	Opera House	\$ -	\$ -	\$ 544.85	\$ 885.03
435612	Herbst Theatre	73.67	1,274.39	-	2,585.25
435632	Davies Symphony Hall	2,289.98	3,850.56	64.45	5,532.02
OTHER					
435232	Parking Fees	\$ 1,328.00	\$ 16,361.00	\$ 22,792.50	\$ 21,131.75
462899	Miscellaneous Revenue	19,304.00	89,048.09	28,569.00	149,133.42
GROSS REVENUE		\$ 421,851.68	\$ 2,051,835.43	\$ 1,630,075.77	\$ 2,724,945.84
Less 15% War Memorial Reserve		\$ (63,277.75)	\$ (307,775.31)	\$ (244,511.37)	\$ (408,741.88)
Payment to War Memorial Commission		(3,150.00)	(18,900.00)	(15,000.00)	(19,296.00)
NET REVENUE		\$ 355,423.93	\$ 1,725,160.12	\$ 1,370,564.40	\$ 2,296,907.96
OTHER FUNDS					
435614	Concessions Equipment Replacement	\$ 2,534.42	\$ 7,911.64	\$ -	\$ 16,573.71

San Francisco War Memorial
FY 2022-2023 Housekeeping Expenditures - December 31, 2022

PO Number	Description	Amount	Fund Source
<u>PURCHASE ORDER</u>			
679160	D W NICHOLSON CORP	\$ 4,539.00	14680
679205	GRAINGER	\$ 1,906.99	14670
679207	GRAINGER	\$ 2,174.65	14670
679737	TK ELEVATOR CORPORATION	\$ 22,900.00	14680
679741	SYSKA HENNESSY GROUP	\$ 3,250.00	14680
679776	MAINLINE SECURITY INC.	\$ 1,440.00	14670
679783	GOLDEN STATE CONTRACT FLOORING, INC.	\$ 4,350.00	14670
679787	UNITED RENTALS (NORTH AMERICA)INC	\$ 3,919.32	14670
680759	TK ELEVATOR CORPORATION	\$ 29,766.00	14680
680887	STAPLES BUSINESS ADVANTAGE	\$ 50.22	14670
681608	UNION DOOR	\$ 8,654.18	14680
681618	AIR FILTER SUPPLY INC	\$ 12,089.06	14670
682864	GRAINGER	\$ 2,650.20	14670
682867	GRAINGER	\$ 2,117.80	14670
682963	GLOBAL GOURMET CATERING	\$ 2,945.00	14670
683526	GRAINGER	\$ 2,514.53	14670
683549	RMI MECHANICAL CONTRACTOR INC	\$ 7,265.77	14680
684901	B B I ENGINEERING INC	\$ 258.72	14670
684909	NATIONAL FIRE PROTECTION ASSOCIATION	\$ 175.00	14670
685011	RMI MECHANICAL CONTRACTOR INC	\$ 4,552.73	14680
	Total	\$ 117,519.17	
FUND CODE:	DESCRIPTION:		
14670	Operating	\$ 36,591.49	
14680	Facilities Maintenance	\$ 80,927.68	
14690	Capital Projects	\$ -	
14700	Concessions Equipment Replacement Fund	\$ -	
14720	War Memorial Reserve	\$ -	
14820	Gift Fund	\$ -	
	Total	\$ 117,519.17	

San Francisco War Memorial
FY 2022 - 2023 Appropriations Report - December 31, 2022

Account	DESCRIPTION	REVISED APPROPRIATION	YTD ENCUMBERED & EXPENDED	BALANCE
501010	Permanent Salaries	\$ 6,943,350	\$ 2,829,094	\$ 4,114,256
505010	Temporary Salaries	\$ 381,958	\$ 315,992	\$ 65,966
509010	Premium Pay	\$ 153,945	\$ 61,468	\$ 92,477
510210	One-Time Salaries Payments	\$ -	\$ 120,651	\$ (120,651)
511010	Overtime	\$ 254,732	\$ 74,606	\$ 180,126
501070	Holiday	\$ 102,799	\$ 47,279	\$ 55,520
513000	Mandatory Fringe Benefits	\$ 3,551,653	\$ 1,505,365	\$ 2,046,288
521030	Air Travel	\$ 6,000	\$ -	\$ 6,000
521050	Non-Air Travel	\$ 15,000	\$ -	\$ 15,000
522000	Training	\$ 46,098	\$ 8,120	\$ 37,978
523010	Auto Mileage // Local Field Expense	\$ -	\$ -	\$ -
524010	Membership Dues	\$ 3,909	\$ 3,150	\$ 759
527090	Special Inspection & Testing Services	\$ 10,184	\$ 17,119	\$ (6,936)
527610	Systems Consulting	\$ 17,000	\$ 7,460	\$ 9,540
527990	Other Professional Services	\$ 124,372	\$ 133,307	\$ (8,935)
528010	Scavenger Service	\$ 225,940	\$ 131,330	\$ 94,609
528030	Pest Control	\$ 51,643	\$ 33,643	\$ 18,000
528910	Elevator Service	\$ 278,639	\$ 295,924	\$ (17,285)
528990	Other Building Maintenance Services	\$ 928,000	\$ 977,928	\$ (49,928)
529110	Data/Word Processing Maintenance	\$ 15,000	\$ -	\$ 15,000
529990	Other Equipment Maintenance	\$ 50,573	\$ 33,240	\$ 17,333
531000	Equipment Lease/Rental	\$ 22,473	\$ 19,672	\$ 2,801
535000	Other Current Expenses (535000-535990)	\$ 120,015	\$ 73,328	\$ 46,687
540000	Materials & Supplies	\$ 347,518	\$ 290,116	\$ 57,402
552110	Taxes (Community Benefit District)	\$ 175,434	\$ 173,779	\$ 1,655
552115	Sales Tax	\$ 1	\$ 1	\$ -
552210	Fees, Licenses and Permits	\$ 34,442	\$ 4,596	\$ 29,846
581015	Human Resources Modernization	\$ 4,600	\$ 2,300	\$ 2,300
581016	Diversity Equity Inclusion	\$ 1,721	\$ 861	\$ 861
581051	PUC - Light, Heat and Power	\$ 1,391,362	\$ 369,110	\$ 1,022,252
581063	PUC - Sewer Service	\$ 98,661	\$ 81,420	\$ 17,241
581064	PUC - Water	\$ 89,280	\$ 61,710	\$ 27,570
581140	DT - Technology Projects	\$ 42,139	\$ -	\$ 42,139
581210	DT - Technology Infrastructure	\$ 163,595	\$ 81,798	\$ 81,798
581270	City Attorney - Legal Services	\$ 75,000	\$ -	\$ 75,000
581325	DTIS - Enterprise Agreement	\$ 10,787	\$ -	\$ 10,787
581360	DTIS - Telephone Services	\$ 29,274	\$ 7,983	\$ 21,291
581410	GSA - Custodial Services	\$ 4,192,025	\$ 960,892	\$ 3,231,133
581430	GF-HR-Equal Employmnt Opportuni	\$ 28,266	\$ 14,133	\$ 14,133
581450	DHR - Management Training	\$ 44,816	\$ -	\$ 44,816
581460	DHR - Workers Compensation	\$ 154,157	\$ 11,614	\$ 142,543
581570	DPH - Medical Services/Training	\$ 69,386	\$ 207	\$ 69,179
581580	DPH - Toxic Waste & Haz. Mat Svcs.	\$ 17,820	\$ -	\$ 17,820
581820	Purchasing - Reproduction	\$ 8,500	\$ -	\$ 8,500
581880	Rec. Park - Gardener Services	\$ 192,882	\$ 53,259	\$ 139,623
	TOTAL OPERATING	\$ 20,474,948	\$ 8,802,454	\$ 11,672,494
14680	Facilities Maintenance	\$ 833,148	\$ 625,008	\$ 208,140
067ACP	Capital Improvements	-	-	-
067ACP	Capital Equipment	-	-	-
	GRAND TOTAL	\$ 21,308,096	\$ 9,427,462	\$ 11,880,634
10000	Debt Service	\$ 9,520,809	\$ 2,814,066	\$ 6,706,743
14720	War Memorial Reserve	\$ 1,569,003	\$ 396,888	\$ 1,172,115
14700	Concessions Equip. Repl. Fund	\$ 51,925	\$ 7,191	\$ 44,734

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR BOARD MEETING

Thursday, December 8, 2022

The Board of Trustees of the War Memorial of San Francisco met in regular session on Thursday, December 8, 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 Kopp, Trustee Muduroglu,
(*in person*) Trustee Newstat, Trustee Rocco, Trustee Wilsey, and Trustee Wright

Present: Trustee Pelosi
(*remote on video*)

Absent: Trustee Gatti

Staff Present: John Caldon, Managing Director, and Rob Levin, Executive Secretary

PRESIDENT'S REPORT

Trustee Paul Pelosi: President Horn began the meeting by acknowledging how happy he was to have Trustee Pelosi attending virtually from Washington D.C. Trustee Pelosi addressed the Board and indicated that his recovery is making good progress. He remarked at how overwhelmed he has been with the love and support he and his family have received. He noted he will be in D.C. for a few more days to see his daughter's new documentary film about Speaker Nancy Pelosi debut at the National Archives. Trustee Pelosi then congratulated Trustee Muduroglu on her new position as Chief of Protocol for the City and County of San Francisco and said he looked forward to the next generation continuing the work that Trustee Charlotte Shultz began.

Maryam Muduroglu named Chief of Protocol: President Horn reported it had been announced that Trustee Maryam Muduroglu was appointed Chief of Protocol for the City and County of San Francisco by Mayor London Breed. He congratulated her and noted that the Chief of Protocol has also served as a member of the War Memorial Board of Trustees for over 50 years. He noted that while Trustee Charlotte Shultz was irreplaceable, the mayor had set out to identify a candidate with a unique set of skills for the post. President Horn remarked that when the mayor introduced Trustee Muduroglu to the Consular Corps, she greeted the Consular Generals in a half dozen languages. He noted that with her multicultural and multilingual background, and her having been born in San Francisco and educated in Paris, she is going to be ideal in the role. Trustee Muduroglu thanked President Horn for his words.

Opera Season: President Horn congratulated the San Francisco Opera on concluding the first five operas of its Centennial Season and said he looks forward to the three operas scheduled for the summer season.

Ballet Season: President Horn announced it is Nutcracker season and noted that there were children lined up outside the Opera House prior to the Board meeting. He stated that this is the San Francisco Ballet's 90th season and wished the Ballet the best of luck.

MANAGING DIRECTOR'S REPORT

Approval of Consent Agenda: Director Caldon stated that items submitted on the Consent Agenda included: the minutes of the Presentors Liaison Committee Meeting of November 7, 2022; minutes of the Veterans Committee Meeting of November 10, 2022; minutes of the Regular Meeting of November 10, 2022; Rental Requests for December 8, 2022; and the Resolution Adopting Findings to Allow Teleconferenced Meetings Under California Government Code.

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

RESOLUTION NO. 22-26

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the minutes of the Presentors Liaison Committee Meeting of November 7, 2022; minutes of the Veterans Committee Meeting of November 10, 2022; minutes of the Regular Meeting of November 10, 2022; Rental Requests for December 8, 2022; and the Resolution Adopting Findings to Allow Teleconferenced Meetings Under California Government Code are hereby approved.

Resignation of Managing Director: Director Caldon shared with the Board that he will be resigning his position as Managing Director at the end of December 2022 to accept a new position as Executive Director of the musical festival Hardly Strictly Bluegrass. He expressed both his mixed emotions and his excitement at the new opportunity. He referenced his work with the City for the past 13 years, including a cumulative 10 years with the War Memorial, and how much he loves the people he works with, the buildings, and the art that is created in the venues.

Director Caldon shared that in addition to its being a tremendous career opportunity, he had a warm relationship with Trustee Nancy Bechtle, and because of her deep involvement with Hardly Strictly Bluegrass, he feels an emotional connection to it. He remarked on his career tenure at the War Memorial including managing the department through the COVID-19 pandemic, replacing seats in the Opera House, reorganizing the administrative processes and personnel of the department, and hiring 30 percent of the current full-time staff in just the last two years. He also expressed pride in supporting the Trustees to establish the Racial Equity and Cultural Awareness Committee. Director Caldon thanked everyone on the Board for their support.

President Horn expressed his best wishes to Director Caldon and said he believes Director Caldon will do a great job with an organization that has deep ties with the War Memorial Board. He remarked on actions taken by Director Caldon during his tenure that strengthened the department, including hiring talented people to key senior staff positions. President Horn noted that Director Caldon is leaving the department in a stronger position than it was three years ago when he was appointed by the Trustees.

President Horn then turned to the process for finding a new Managing Director. He began by naming a Search Committee, to be chaired by him, which will include Vice President Lui, Trustee Newstat, Trustee Wilsey, and Trustee Wright. He anticipates that it will take 4-6 months to complete the process and said Trustees should do everything possible to attract a broad array of applicants. He noted that Trustee Wright has agreed to work closely with him to ensure that the Board maximizes outreach.

He noted that senior staff will coordinate a vetting process, which will lead to a number of candidates who will be interviewed by the Search Committee. He continued that any candidate that receives consensus by the Search Committee, will be brought to the full Board of Trustees, which will make the final decision on hiring. President Horn also announced that in the interim, Assistant Managing Director/Executive Secretary Rob Levin, will be the Acting Managing Director of the department and he expressed his confidence in Secretary Levin. The Trustees expressed how sad they were to lose Director Caldon, how happy they were for his having this opportunity, and that they were thankful he will continue working in the arts in San Francisco.

SECRETARY'S REPORT

Housekeeping Expenditures: Executive Secretary Levin stated that items submitted on the Revenue, Appropriations, and Housekeeping Expenditure reports for November 2022 were distributed to Trustees.

On motion of Vice President Lui, seconded by Trustee Muduroglu, the following resolution was unanimously adopted:

RESOLUTION NO. 22-27

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the November 2022 Housekeeping Expenditure Reports are hereby approved.

Secretary Levin expressed his congratulations to Director Caldon and expressed that he will do his best to fill in as Acting Managing Director until the successor is chosen.

REGULAR ITEMS

Election of President & Vice President: President Horn opened the floor to nominations for the office of President of the War Memorial Board of Trustees for calendar year 2023.

Trustee Wilsey nominated Thomas E. Horn for the office of President. She expressed her confidence that he could take on the role. Trustee Newstat seconded the nomination and echoed Trustee Wilsey's comments about President Horn's hard work on behalf of the War Memorial and the City and County of San Francisco.

There being no further nominations, President Horn closed the nominations for President.

After discussion, the following resolution was unanimously adopted:

RESOLUTION NO. 22-28

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that nominations for the office of President of the Board of Trustees for 2023 are hereby closed; and further,

RESOLVED, That the Board unanimously re-elects Thomas E. Horn as President for calendar year 2023.

Trustee Newstat then nominated Gorretti Lo Lui for the office of Vice President, noting her care for the institution and engagement in the community. She stated that Vice President Lui remaining in the role will allow for continuity of leadership in the department. Trustee Fisher seconded the nomination.

There being no further nominations, President Horn closed the nominations for Vice President.

After discussion, the following resolution was unanimously adopted:

RESOLUTION NO. 22-29

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that nominations for the office of Vice President of the Board of Trustees for 2023 are hereby closed; and further,

RESOLVED, That the Board unanimously re-elects Gorretti Lo Lui as Vice President for calendar year 2023.

President Horn noted that he has been honored to be on the Board for 47 years and said he looks forward to continuing his service. He remarked on how much these buildings mean to the cultural life in San Francisco, as well as the continued remembrance of our veterans. Vice President Lui expressed her gratitude to the Board and said she looks forward to contributing as much as possible to the City in this role.

GOOD AND WELFARE

Trustee Pelosi noted the wonderful job that Director Caldon has done for the department and said that Hardly Strictly Bluegrass is a wonderful organization, and that Director Caldon will be able to contribute his talents to further its work. There being no further good and welfare, President Horn closed good and welfare.

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 2:25 p.m.

Rob Levin
Executive Secretary



Members of the Board of Trustees
San Francisco War Memorial Board Performing Arts Center
401 Van Ness Avenue
San Francisco, California

January 3, 2023

Dear Trustees,

As the Trustees are aware, closures, show schedule reduction, staffing issues, mask mandates, service style changes and other challenges to doing business due to Covid have had a large impact on Global Gourmet's financial health at the War Memorial Performing Arts Center. The Board of Trustees was made aware of many of these issues during our request for price increases at the November, 2022 Board Meeting and voted to allow for the requested changes. Again, thank you all very much to the Board for the approval. Unfortunately, even with this assistance from the Board, Global Gourmet continues to face financial challenges operating Food & Beverage service at the War Memorial properties.

Global Gourmet is requesting two amendments to the original contract to reduce the ongoing financial pressure. The two amendments are:

- 1) Forgive outstanding and future CapEx requirements for the original term of the contract.
 - a. Since the start of the contract for concession services GGC has spent \$47,353.07 on CapEx. The balance of unspent CapEx plus CapEx through the end of the original term is \$327,646.93. We respectfully request that this expenditure be forgiven/waived, to be renegotiated in the next term of the contract.
- 2) Reduce current commission rate by 25% starting January, 2023 through the end of the original contract term.

We respectfully submit these requests and appreciate your consideration. We believe Global Gourmet offers all patrons of the San Francisco War Memorial Performing Arts Center a wonderful enhancement to the guest experience and asks for these amendments to ensure we can continue to do so moving forward. Thank you for your consideration.

Sincerely,

Gar0 Eldemir - Director of Concessions

**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.