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, February 9, 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:  669-444-9171
Meeting ID:  897 0652 3013
Passcode:  633039


AGENDA

Roll Call.

President’s Report:

1. Resolution honoring Sharon Walton, Communications and Event Manager, on her retirement from the War Memorial and Performing Arts Center.  
   Action
2. Current developments and announcements.  
   Information

Managing Director’s Report:

1. Consent Agenda:  
   Action
      (Draft minutes of Regular Meeting of January 12, 2023.)
   b. Minutes of Special Hiring Committee Meeting of January 12, 2023  
      (Draft minutes of Special Hiring Committee meeting of January 12, 2023)
   c. Minutes of Budget & Finance Committee Meeting of January 25, 2023  
      (Draft minutes of Budget & Finance Committee meeting of January 25, 2023)
   d. Rental Requests: Opera House; Davies Symphony Hall; Herbst Theatre; Wilsey Center.  
      (Rental Requests for February 9, 2023; Additional Rental Requests for February 9, 2023.)
   e. January 2023 Housekeeping Expenditures.  
      (Revenue, Appropriations, Housekeeping Expenditures Reports for January 31, 2023.)
2. Director’s Report: Acting Managing Director to report on recent activities and make announcements.  

Committee Reports:

1. Budget & Finance Committee:
      Discussion and possible action to adopt Committee recommendation(s) regarding staff’s proposed Departmental Budget for Fiscal Year 2023-2024 and Fiscal Year 2024-2025.

Regular Items:

1. Consideration of request from American Legion for waiver of The Green Room rental fees. 
   (Letter from Courtney Ellington, Chair ALWMC, dated January 25, 2023.)

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

Thomas E. Horn, President  
Gorretti Lo Lui, Vice President  
Sakurako Fisher  
Stanlee Ray Gatti  
Judge Quentin L. Kopp (Ret.)  
Maryam Muduroglu  
Joyce Newstat  
Paul F. Pelosi  
Lt.Gen. Michael A. Rocco, USMC (Ret.)  
Diane B. Wilsey  
Brenda Wright

### DEPARTMENT REPRESENTATIVES

Rob Levin,  
Acting 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.

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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小時致電415/621-6600向War Memorial辦公室提出。為了確保獲取到該服務，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 sfgov.org/sunshine.