OFFICIAL MEETING NOTICE

WAR MEMORIAL BOARD OF TRUSTEES
REGULAR MEETING

Thursday, March 14, 2024, at 2:00 p.m.

Members of the Board will attend this meeting in-person.

PLEASE NOTE: Remote public comment, except as necessary for disability accommodations, has been discontinued. Members of the public are invited to observe the meeting in-person or online. However, only members of the public attending the meeting in person will have an opportunity to provide public comment.

Requests for accommodation for remote public comment should be made at least 48 hours prior to the meeting and written comments submitted no later than 12:00 p.m. the day prior to the meeting will be included in the record. (WarMemorialBoard@sfgov.org or 415-554-6377).

TO JOIN VIA TELECONFERENCE:
• Dial In: (669) 444 9171
• Meeting ID: 869 0462 0042
• Passcode: 600921


AGENDA

Roll Call.

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

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

Assistant Managing Director’s Report:
1. Consent Agenda:
   a. Minutes of Budget & Finance Committee Meeting of January 24, 2024. (Draft minutes of Building Committee Meeting of January 24, 2024.)
   b. Minutes of Budget & Finance Meeting of February 2, 2024. (Draft minutes of Regular Meeting of February 2, 2024.)
   c. Minutes of Regular Meeting of February 8, 2024. (Draft minutes of Regular Meeting of February 8, 2024.)
   d. Rental Requests: Opera House; Davies Symphony Hall; Herbst Theatre; The Green
Room, Wilsey Center.  
(Rental Requests for March 14, 2024.)

e. February 2024 Housekeeping Expenditures.  
(Revenue, Appropriations, Housekeeping Expenditures Reports for February 29, 2024.)

Regular Items:

1. **San Francisco Ballet and Opera Proposal to use “Facility Fee” funds for upgrades to automatic rigging system in the Opera House:**
   Proposal from the San Francisco Ballet and San Francisco Opera to use accrued “Facility Fee” funds for improvements related to upgrading the automatic rigging system in the Opera House.  
   Refer to Committee

2. **Proposal to Extend Collection of “Facility Fee” to Outside Licensees of the Opera House:**
   Consideration and possible approval of proposal to begin collecting “Facility Fee” from outside licensees who rent the Opera House.  
   Refer to Committee

3. **Rental Waiver Request:** Consideration of Rental Waiver request from Open Doors to Future Possibilities for Veterans Celebration in The Green Room on March 22, 2024.  
   (Letter from Simone Lundquist, Executive Director of Open Doors, dated March 5, 2024.)  
   Action

Miscellaneous Correspondence.

**Good and Welfare:** Opportunity for Trustees to make remarks including special thanks and congratulatory remarks.  
Information / Discussion

**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.
## 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。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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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.