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, April 11, 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 Regular Meeting of March 14, 2024.
      (Draft minutes of Regular Meeting of March 14, 2024.)
   b. Rental Requests: Opera House; Davies Symphony Hall; Herbst Theatre; The Green Room, Wilsey Center.
      (Rental Requests for April 11, 2024.)
   c. March 2024 Housekeeping Expenditures.
      (Revenue, Appropriations, Housekeeping Expenditures Reports for March 31, 2024.)
Committee Reports:

1. **Presenters Liaison Committee:**
   
   a. **San Francisco Ballet and Opera Proposal to Use “Facility Fee” Funds for Upgrades to Automatic Rigging System in the Opera House:**
      Discussion and possible action to adopt Committee recommendation(s) regarding 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.

   b. **Proposal to Extend Collection of “Facility Fee” to Outside Licensee of the Opera House:**
      Discussion and possible action to adopt Committee recommendation(s) regarding staff’s proposal to collect “Facility Fee” from outside licensees who rent the Opera House.

   c. **Global Gourmet Catering Contract Terms.**
      Discussion and possible action to adopt Committee recommendation(s) regarding renewal of Global Gourmet Catering agreement.
      (April 2024 Staff report on renewal of agreement with Global Gourmet Catering.)

Regular Items:

None.

Miscellaneous Correspondence.

Information

Good and Welfare: Opportunity for Trustees to make remarks including special thanks and congratulatory remarks.

Information

General Public Comment: Public comment on items within the jurisdiction of the Board of Trustees but not on the agenda.

Information

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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<tr>
<td>Thomas E. Horn</td>
<td>President</td>
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<td>Diane B. Wilsey</td>
<td>Vice President</td>
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<td>Sakurako Fisher</td>
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<td>Stanlee Ray Gatti</td>
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<td>Judge Quentin L. Kopp (Ret.)</td>
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<td>Gorretti Lo Lui</td>
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<td>Maryam Muduroglu</td>
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<td>Joyce Newstat</td>
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<td>Paul F. Pelosi</td>
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<td>Lt.Gen. Michael A. Rocco, USMC (Ret.)</td>
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<td>Brenda Wright</td>
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DEPARTMENT REPRESENTATIVES

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<tr>
<th>Name</th>
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<tr>
<td>Kate Sofis</td>
<td>Managing Director</td>
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<tr>
<td>Rob Levin</td>
<td>Assistant Managing Director</td>
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<tr>
<td>Francesca Cicero</td>
<td>Board Secretary</td>
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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 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.

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 sfethics.org.

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 士 法 案》（Americans with Disabilities Act）和《语 言 服 务 条 例》（Language Access Ordinance），中文、西班牙语、和/或美国手语传译员在收到要求后将会提供传译服务。另外，我们将尽力提供扩音设备，同时也将提供不同格式的会议资料，和/或提供阅读器。此外翻译版本的会议记录可在委员会通过后提供。上述的要求，您于会议前最少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，有助於确保获取到该服务。逾期提出的请求，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:  soft@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.