OFFICIAL MEETING NOTICE

WAR MEMORIAL BOARD OF TRUSTEES
REGULAR MEETING

Thursday, August 10, 2023, at 2:00 p.m.

Members of the Board will attend this meeting in-person. Members of the public are invited to observe the meeting in-person or remotely online as described below. Members of the public attending the meeting in person will have an opportunity to provide public comment on every item.

In addition to in-person public comment, the Board will hear remote public comment on each agenda item. The Board will hear remote public comment on each item in the order that commenters add themselves to the queue to comment on the item.

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 day 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: 811 8226 0699
Passcode: 317043


AGENDA

Roll Call.

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

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

Assistant Managing Director’s Report:
1. Consent Agenda:
      (Draft minutes of Special Meeting of July 13, 2023.)
   b. Rental Requests: Opera House; Davies Symphony Hall; Herbst Theatre; Wilsey Center.
      (Rental Requests for August 10, 2023; Additional Rental Requests for August 10, 2023.)
      (Revenue, Appropriations, Housekeeping Expenditures Reports for July 31, 2023.)
Committee Reports:

1. Building Committee:
   a. **San Francisco Opera’s Proposed Bas Relief Commemorating David Gockley (SF Opera’s Sixth General Director)**. Discussion and possible action to adopt Committee recommendation(s) regarding bas relief sculpture installation in Opera House. (Letter from Matthew Shilvock, General Director, SF Opera, dated May 1, 2023.)

Regular Items:

1. Consideration of request from Global Gourmet Catering regarding contract renewal with War Memorial and intent to extend agreement for a second five-year term. (Letter from Laura Lyons, CEO of Global Gourmet Catering, dated July 28, 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.
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.

**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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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.