

# 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, September 13, 2018 at 2:00 p.m.

## AGENDA

### Roll Call.

### Approval of Minutes:

1. Approval of minutes of the Presentors Liaison Committee meeting of July 12, 2018. [Action](#)  
(Draft minutes of the Presentors Liaison Committee meeting of July 12, 2018.)
2. Approval of minutes of the regular meeting of July 12, 2018. [Action](#)  
(Draft minutes of the regular meeting of July 12, 2018.)

### President's Report: Current developments and announcements. [Information](#)

1. Resolution honoring Bill Graham on the occasion of his retirement from the position of Director of Security at the War Memorial and Performing Arts Center. [Action](#)

### Managing Director's Report:

1. Rental Requests: Opera House; Davies Symphony Hall; Herbst Theatre; Wilsey Center. [Action](#)  
(Rental Requests for September 13, 2018; Additional Rental Requests for September 13, 2018.)
2. Director's Report: Managing Director to report on recent activities and make announcements. [Information](#)
  - a. Update on Food and Beverage Concessionaire Transition.

### Secretary's Report:

1. Approval of July 2018 and August 2018 Housekeeping Expenditures. [Action](#)  
(Revenue, Appropriations, Housekeeping Expenditures Reports for July 31, 2018 and August 31, 2018.)

### Regular Items.

1. Request from World War I Armistice Commemoration Committee to extend the display of WWI banners in the Veterans Building lobby through April 30, 2019. [Action](#)  
(Letter from World War I Armistice Commemoration Committee requesting to extend the display of WWI banners in the Veterans Building lobby through April 30, 2019.)
2. Request from San Francisco Symphony to install three exhibits during the 2018-19 season in the Davies Symphony Hall First Tier lobby in connection with the Symphony's programming. [Action](#)  
(Letter dated September 4, 2018, from San Francisco Symphony requesting to install three exhibits during the 2018-19 season in the Davies Symphony Hall First Tier lobby in connection with the Symphony's programming.)

**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.

## San Francisco War Memorial and Performing Arts Center

### BOARD OF TRUSTEES

Nancy H. Bechtle, President  
Vaughn R. Walker, Vice President  
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Charlotte Mailliard Shultz  
Diane B. Wilsey

### DEPARTMENT REPRESENTATIVES

Elizabeth Murray,  
Managing Director  
Jennifer Norris,  
Assistant 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.**

Materials accompanying agenda items are available for inspection and copying 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.

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.

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](mailto:ethics.commission@sfgov.org) and web site <http://www.sfgov.org/ethics>.

### ACCESSIBLE MEETING POLICY



To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the War Memorial office at 621-6600 at least 48 hours before the meeting, except for Monday meetings, for which the deadline is 4:00 p.m. the previous Friday.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available.



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.

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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

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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](mailto: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 <http://www.sfgov.org/sunshine>.