OFFICIAL MEETING NOTICE

WAR MEMORIAL BOARD OF TRUSTEES
REGULAR MEETING

Thursday, December 14, 2023, at 2:00 p.m.

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

PLEASE NOTE: Pursuant to the recent passing of San Francisco Board of Supervisors Rule 231020, dated October 17, 2023, 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, by email or voicemail (WarMemorialBoard@sfgov.org or 415-554-6377). Written public comment may be submitted in advance of the meeting by email to WarMemorialBoard@sfgov.org or by voicemail at 415-554-6377. Written comments submitted no later than 12:00 p.m. the day prior to the meeting will be included in the record.

TO OBSERVE VIA TELECONFERENCE:
Dial: 669-444-9171
Meeting ID: 817 5046 9420
Passcode: 908242


AGENDA

Roll Call.

President’s Report:

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

Assistant Managing Director’s Report:
1. Consent Agenda:
   a. Minutes of Regular Meeting of November 9, 2023.
      (Draft minutes of Regular Meeting of November 9, 2023.)
   b. Rental Requests: Opera House; Davies Symphony Hall; Herbst Theatre; The Green Room; Wilsey Center. (Rental Requests for December 14, 2023.)
      (Revenue, Appropriations, Housekeeping Expenditures Reports for November 30, 2023.)
Regular Items:

1. Election of Officers: Election of President and Vice President of the War Memorial Board of Trustees for calendar year 2024.

Miscellaneous Correspondence.

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.

Trustee’s Luncheon Notice
The members of the War Memorial Board of Trustees have been invited to and may attend a social luncheon on Thursday, December 14, 2023, from 11:45 a.m. to 1:45 p.m., at Davies Symphony Hall, San Francisco, CA 94102. Members of the public may attend and observe the luncheon but are not entitled to refreshments or food.
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 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 como ser posible. La sala de audiencias es accesible a sillas de ruedas.

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.

**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.