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

VETERANS COMMITTEE MEETING / WAR MEMORIAL BOARD OF TRUSTEES SPECIAL MEETING

Thursday, November 9, 2017 at 1:30 p.m.

AGENDA

Roll Call.

Regular Items:

1. <u>Notice of Space Allocation from American Legion War Memorial Commission for</u> VetsinTech seeking to occupy space in the Veterans Building.

<u>Discussion,</u> <u>Recommend</u> Action

Consideration and adoption of recommendation(s) to the War Memorial Board of Trustees.

Explanatory Documents:

- Notice of Space Allocation from the American Legion War Memorial Commission dated October 11, 2017, for VetsinTech seeking to occupy office space #224E in the Veterans Building, including VetsinTech's letter dated September 28, 2017.
- 2) Veterans Building second floor plan, indicating space requested for VetsinTech occupancy.
- 3) War Memorial Board of Trustees Policy Governing Allocation of Space in the Veterans Building to Patriotic Organizations.
- **2. Public Comment**. Public comment on items within the jurisdiction of the Veterans Committee of the Board of Trustees, but not on the agenda.

Information/ Discussion

3. Adjournment.

Notice:

Because it is expected that six Trustees may attend this meeting of the Veterans Committee, which would constitute a majority of the members of the War Memorial Board of Trustees, this meeting is also being noticed as a special meeting of the War Memorial Board of Trustees. If this should occur, the meeting will nevertheless be conducted as a Committee meeting, chaired by the Chair of the Veterans Committee, and limited to providing advice and recommendations to the full Board of Trustees.

Note: Public Comment will be taken before or during the Committee's consideration of each agenda item.

San Francisco War Memorial and Performing Arts Center

BOARD OF TRUSTEES

VETERANS COMMITTEE

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E*x*-*officio*:

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DEPARTMENT REPRESENTATIVES

Elizabeth Murray, Managing Director Jennifer Norris,

Assistant Managing Director and Executive Secretary

Telephone: (415) 621-6600

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.

(415) 621-5091

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.

FAX:

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 and web site http://www.sfgov.org/ethics.

ACCESSIBLE MEETING POLICY

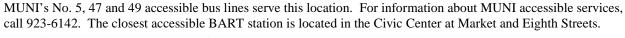


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Accessible seating for persons with disabilities (including those using wheelchairs) will be available.



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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

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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.