

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 SPECIAL MEETING

Thursday, February 18, 2016 at 3:00 p.m.

AGENDA

Roll Call.

Approval of Minutes: Approval of minutes of the regular meeting of January 14, 2016. [Action](#)
(Draft minutes of the regular meeting of January 14, 2016.)

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

1. In memory of War Memorial Board of Trustees President Wilkes Bashford. [Information / Discussion](#)

Managing Director's Report:

1. Rental Requests: Opera House; Davies Symphony Hall; Herbst Theatre. [Action](#)
(Rental Requests for February 18, 2016; Additional Rental Requests for February 18, 2016.)
2. Director's Report: Managing Director to report on recent activities and make announcements.
 - a. Veterans Building Meeting Room Usage: October 2015 – January 2016. [Information / Discussion](#)
(Veterans Building Meeting Rooms Actual Usages FY 2015-16.)
 - b. Opening of Veterans Building Café. [Information / Discussion](#)

Secretary's Report:

1. Approval of January 2016 Housekeeping Expenditures. [Action](#)
(Revenue, Appropriations, Housekeeping Expenditures Reports for January 31, 2016.)

Committee Reports:

1. **Budget and Finance Committee:**
 - a. Proposed Rental Rates for Fiscal Year 2016-17. [Action](#)
 - b. War Memorial Departmental Budget for Fiscal Years 2016-17 and 2017-18. [Action](#)

Good and Welfare: Opportunity for Trustees to make remarks including special thanks and congratulatory remarks. [Information / Discussion](#)

Public Comment: Public comment on items within the jurisdiction of the Board of Trustees, but not on the agenda. [Information / Discussion](#)

Miscellaneous Correspondence:

1. Condolence letter from American Legion War Memorial Commission on the passing of War Memorial Board of Trustees President Wilkes Bashford. [Information / Discussion](#)
(Letter dated January 29, 2016, from American Legion War Memorial Commission, on passing of War Memorial Board of Trustees President Wilkes Bashford.)

Regular Items.

1. Proposed revisions to Zellerbach Rehearsal Hall preferential booking policies and [Refer to](#)

procedures.

Committee

2. Patina Restaurant Group request for food and beverage pricing increases and approvals in War Memorial and Performing Arts Center food and beverage facilities.
(Letter dated February 10, 2016, from Patina Restaurant Group, requesting food and beverage pricing increases and approvals.) Refer to Committee
3. San Francisco Opera request to place cocktail tables in the Opera House main lobby during Opera Season performances.
(Letter dated February 12, 2016, from San Francisco Opera, requesting to place cocktail tables in the Opera House main lobby during Opera Season performances.) Refer to Committee
4. Drafting of a policy regarding terms of occupancy for potential new veterans organizations to occupy space in the Veterans Building. Refer to Committee
5. Schedule for War Memorial Board of Trustees election of officers for calendar year 2016. Refer to March 2016 Meeting
6. **CLOSED SESSION – Pending litigation** regarding space allocation for and facility use by the San Francisco Posts of the American Legion in the Veterans Building.
 - a. Public Comment on all matters pertaining to the closed session.
 - b. Vote on whether to hold closed session to confer with Legal Counsel regarding pending litigation [San Francisco Administrative Code Section 67.10(d)]. Action
 - c. Closed session pursuant to Government Code Section 54956.9(d)(1) and San Francisco Administrative Code Section 67.10(d)(1). Discussion
 - 1) **CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION** [City as defendant, American Legion War Memorial Commission as petitioner; In the Matter of San Francisco War Memorial Trust, dated August 19, 1921, as amended June 30, 1928; San Francisco Superior Court; Case No. PTR-15-298701; filed April 17, 2015]. Possible Action
 - d. Reconvene in Open Session:
 - 1) Possible report on action taken in closed session [Government Code Section 54957.1(a)(2) and San Francisco Administrative Code Section 67.12(b)(2)]. Action
 - 2) Vote to elect whether to disclose any or all discussions held in closed session [San Francisco Administrative Code Section 67.12(a)]. Action

Adjournment.

San Francisco War Memorial and Performing Arts Center

BOARD OF TRUSTEES

Wilkes Bashford, President
Thomas E. Horn, Vice President
Nancy H. Bechtle
Belva Davis
Gorretti Lo Lui
Mrs. George R. Moscone
MajGen J. Michael Myatt, USMC (Ret.)
Paul F. Pelosi
Charlotte Mailliard Shultz
James W. Stafford
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.

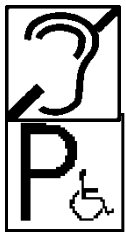
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ACCESSIBLE MEETING POLICY



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



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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

(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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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>.