

## 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, April 14, 2016 at 2:00 p.m.

### AGENDA

#### Roll Call.

#### Approval of Minutes:

1. Approval of minutes of the regular meeting of March 10, 2016. Action  
(Draft minutes of the regular monthly meeting of March 10, 2016.)

#### President's Report: Current developments and announcements.

Information

1. Introduction of Tom DeCaigny, San Francisco Director of Cultural Affairs.

Information  
/ Discussion

#### Managing Director's Report:

1. Rental Requests: Opera House; Davies Symphony Hall; Herbst Theatre; Wilsey Center. Action  
(Rental Requests for April 14, 2016; Additional Rental Requests for April 14, 2016.)
2. Director's Report: Managing Director to report on recent activities and make announcements.
  - a. Veterans Building Meeting Room Usage: March 2016. Information  
(Veterans Building Meeting Rooms Actual Usages FY 2015-16.) / Discussion
  - b. American Public Works Awards for the Veterans Building Seismic Upgrade and Improvements Project. Information  
/ Discussion

#### Secretary's Report:

1. Approval of March 2016 Housekeeping Expenditures. Action  
(Revenue, Appropriations, Housekeeping Expenditures Reports for March 31, 2016.)

#### Regular Items.

1. San Francisco Opera request to install 2016 Summer Season banners on the Opera House loggia from May 11 through July 6, 2016. Action  
(Letter dated March 16, 2016, from San Francisco Opera, requesting to install 2016 Summer Season banners on the Opera House loggia from May 11 through July 6, 2016, including renderings of proposed banners.)
2. Request from American Legion, Cesar E. Chavez Post 505, to use the Memorial Court lawn area on May 27, 2016 from 11:30 a.m. to 1:30 p.m. for the launch of the Troops for Fitness San Francisco Program sponsored by the Coca Cola Foundation, National Recreation and Park Association and OneVet OneVoice. Action  
(Letter dated April 4, 2016, from American Legion, Cesar E. Chavez Post 505, requesting to use the Memorial Court lawn area on May 27, 2016 from 11:30 a.m. to 1:30 p.m. for the launch of the Troops for Fitness San Francisco Program.)

3. Request from Consulate of Poland, through the American Legion War Memorial Commission, to install a temporary display announcement of the Jan Karski Exhibit that will take place in the Veterans Building Trophy Room from May 2 – 13, 2016; the display announcement to consist of either a sandwich board or retractable banner located close to the Trophy Room entrance. Action
- (Letter dated April 5, 2016, from the Consulate of Poland, requesting permission to install a temporary display announcement of the Jan Karski Exhibit that will take place in the Veterans Building Trophy Room from May 2 – 13, 2016.)

**Miscellaneous Correspondence:**

1. Letter from San Francisco Falun Buddha Study Association regarding presentation of SHEN YUN Performing Arts in the War Memorial Opera House. Information  
/ Discussion
- (Letter dated March 28, 2016, from San Francisco Falun Buddha Study Association, regarding presentation of SHEN YUN Performing Arts in the War Memorial Opera House.)
2. Letter from Veterans Affairs Commission supporting the effort to place a tribute to the 363<sup>rd</sup> Infantry Regiment and the San Franciscans that served during World War I in the main lobby of the Veterans Building. Information  
/ Discussion
- (Letter dated February 11, 2016 [received on March 4, 2016], from Veterans Affairs Commission supporting the effort to place a tribute to the 363<sup>rd</sup> Infantry Regiment and the San Franciscans that served during World War I in the main lobby of the Veterans Building.)
3. Letter from American Legion War Memorial Commission regarding installing patriotic organizations in the Veterans Building. Refer to  
Committee
- (Letter dated April 7, 2016, from the American Legion War Memorial Commission regarding installing patriotic organizations in the Veterans Building.)

**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

**Adjournment.**

# San Francisco War Memorial and Performing Arts Center

## BOARD OF TRUSTEES

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



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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>.

