

## 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, July 12, 2018 at 2:00 p.m.

### AGENDA

#### **Roll Call.**

#### **Approval of Minutes:**

1. Approval of minutes of the regular meeting of June 14, 2018. Action  
(Draft minutes of the regular meeting of June 14, 2018.)

**President's Report:** Current developments and announcements. Information

#### **Managing Director's Report:**

1. Rental Requests: Opera House; Davies Symphony Hall; Herbst Theatre; Wilsey Center. Action  
(Rental Requests for July 12, 2018; Additional Rental Requests for July 12, 2018.)
2. Director's Report: Managing Director to report on recent activities and make announcements. Information
  - a. Update on Food and Beverage Concessionaire Transition. Information  
(Letter dated July 6, 2018, from Board of Supervisors' President Malia Cohen and Supervisor Aaron Peskin regarding transfer of War Memorial concessionaire from Patina to Global Gourmet Catering.)

#### **Secretary's Report:**

1. Approval of June 2018 Housekeeping Expenditures. Action  
(Revenue, Appropriations, Housekeeping Expenditures Reports for June 30, 2018.)

#### **Committee Reports:**

##### **1. Presentors Liaison Committee:**

- a. San Francisco Symphony request to replace/upgrade Davies Symphony Hall lobby furnishings.
  - 1) Discussion and possible action to adopt Committee recommendation(s) on San Francisco Symphony's proposed furniture line selections for Davies Symphony Hall lobby furnishings. Action
  - 2) Discussion and possible action to adopt Committee recommendation on San Francisco Symphony's proposed use of \$65,000 from the Symphony's Facility Enhancement Fee Fund for design fees related to the replacement/upgrade of Davies Symphony Hall lobby furnishings. Action
- b. Global Gourmet Catering proposed food and beverage concession menus and pricing to be effective August 1, 2018. Discussion and possible action to adopt Committee recommendation(s) on Global Gourmet Catering's proposed food and beverage concession menu and pricing to be effective August 1, 2018. Action

#### **Regular Items.**

1. Proposed Renewal of Agreement between War Memorial Board of Trustees and American Legion War Memorial Commission effective January 1, 2019. Refer to Committee

**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  
Belva Davis  
Thomas E. Horn  
Lt. Col. Wallace I. Levin, CSMR (Ret.)  
Gorretti Lo Lui  
Mrs. George R. Moscone  
MajGen J. Michael Myatt, USMC (Ret.)  
Paul F. Pelosi  
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.

MUNI's No. 5, 47 and 49 accessible bus lines serve this location. For information about MUNI accessible services, call 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](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>.