

AIRPORT COMMISSION
CITY AND COUNTY OF SAN FRANCISCO
RESOLUTION NO. 20-0200

**APPROVAL OF THE ACCEPTANCE OF A CASH BEQUEST FROM THE ZOE DELL
NUTTER CHARITABLE REMAINDER UNITRUST IN AN AMOUNT NOT TO
EXCEED \$73,000**

WHEREAS, SFO Museum is a beneficiary of the Zoe Dell Nutter Charitable Remainder Unitrust; and

WHEREAS, Zoe Dell Lantis Nutter, through the Zoe Dell Nutter Charitable Remainder Unitrust, has bequeathed an unrestricted cash gift to SFO Museum in the amount of \$73,000, before deduction of trustee fees and other expenses; and

WHEREAS, the Collection Review Committee of SFO Museum has reviewed the terms of the bequest and approved its acceptance for the purchase of objects for the SFO Museum's Aviation Collection; and

WHEREAS, this Commission has reviewed the terms of the bequest and concurs with the Collection Review Committee's recommendation; and

WHEREAS, on the date hereof, the Commission has adopted a resolution approving changes to the SFO Museum Collection Management Policy providing that unrestricted gifts of cash shall be used for the purchase of objects for the Aviation Collection; now, therefore, be it

RESOLVED, that this Commission approves acceptance by the SFO Museum of the bequest from the Zoe Dell Nutter Charitable Remainder Unitrust in an amount not to exceed \$73,000 for the purposes set forth in the SFO Museum Collection Management Policy, as amended; and, be it further

RESOLVED, that the Commission Secretary, for and on behalf of and in the name of the Airport Commission, is authorized and directed to seek the approval of the San Francisco Board of Supervisors to accept and expend such bequest for such purposes.

*I hereby certify that the foregoing resolution was adopted by the Airport Commission
at its meeting of* _____

OCT 20 2020



Secretary



San Francisco International Airport

MEMORANDUM

October 20, 2020

TO: AIRPORT COMMISSION
Hon. Larry Mazzola, President
Hon. Eleanor Johns, Vice President
Hon. Richard J. Guggenhime
Hon. Everett A. Hewlett, Jr.
Hon. Malcolm Yeung

20-0199
20-0200
OCT 20 2020

FROM: Airport Director

SUBJECT: Revision of SFO Museum's Collection Management Policy and Acceptance of Cash Bequest

DIRECTOR'S RECOMMENDATION: ADOPT TWO RESOLUTIONS APPROVING: (1) SFO MUSEUM'S REVISED COLLECTION MANAGEMENT POLICY AND (2) THE ACCEPTANCE OF A CASH BEQUEST FROM THE ZOE DELL NUTTER CHARITABLE REMAINDER UNITRUST IN AN AMOUNT NOT TO EXCEED \$73,000, SUBJECT TO APPROVAL BY THE BOARD OF SUPERVISORS.

Executive Summary

Zoe Dell Lantis Nutter bequeathed a percentage of her estate to SFO Museum (the Museum) that amounts to \$73,000, before deductions for trustee fees and other costs. The Museum seeks Commission approval of revisions to the Collection Management Policy (the Policy) to define policies regarding monetary bequests and confirm compliance with the San Francisco Controller's Public Integrity Review dated September 24, 2020. Further, San Francisco Administrative Code Section 10.100-305 provides that the acceptance or expenditure of any gift of cash greater than \$10,000 requires approval of the San Francisco Board of Supervisors (the Board), by resolution. The Museum seeks Commission approval to accept the bequest and authorization for the Commission Secretary to request that the Board approve the acceptance and expenditure of the bequest funds.

Background

The Museum was notified on August 28, 2020, that it is a beneficiary of the Zoe Dell Nutter Charitable Remainder Unitrust. Zoe Dell Lantis Nutter (1915-2020) was a philanthropist and a figure in the development of commercial aviation. She had ties to San Francisco and previously served on the board of the San Francisco Aeronautical Society, which is an affiliated support group of the Museum.

The bequest is comprised of an object (a framed photograph) and an unrestricted gift of cash. The object will be accepted into the Museum's Aviation Collection in keeping with the

THIS PRINT COVERS CALENDAR ITEM NO. 7

AIRPORT COMMISSION CITY AND COUNTY OF SAN FRANCISCO

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VICE PRESIDENT

RICHARD J. GUGGENHIME

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IVAR C. SATERO
AIRPORT DIRECTOR

Collection Management Policy approved by this Commission by its Resolution No. 19-0236. Ms. Nutter's cash bequest is the first of its kind offered to the Museum, and the Museum has no formally defined policies on the acceptance of gifts of cash.

In addition, on September 24, 2020, the San Francisco Controller released a Public Integrity Review that contains findings and recommendations relevant to gifts to the City, including the Airport and the Museum. These recommendations include confirmation that each City Department is following local laws governing acceptance of gifts, including obtaining Board approval where required and posting the true source of all gifts worth more than \$100 in the aggregate on its website. The Controller's report also made recommendations regarding Departmental memoranda of understanding with nonprofit "friends of" organizations and similar support groups. I will return to the Commission with proposed amendments to the MOU with San Francisco Aeronautical Society to address these recommendations at a future meeting.

The proposed amendments to the Collection Management Policy include policies and procedures for the acceptance of gifts and bequests of cash; a requirement that unrestricted gifts of cash may only be used for the purpose of adding to the Museum's Aviation Collection; a policy that restricted offers of cash will be considered on a case-by-case basis and may be declined by the Museum under certain circumstances; and other provisions confirming compliance with the recommendations in the Controller's recent Public Integrity Review.

This recommendation includes three attachments: Attachment A is a Summary of Changes table that highlights the proposed changes; Attachment B is the Proposed Amendments in marked text (additions in underline and deletions in ~~striketrough~~) of the Collection Management Policy; and Attachment C is the complete proposed new version of the Collection Management Policy.

Under Administrative Code Section 10.100-305, Board approval is required before the Commission can accept or expend any gift of cash greater than \$10,000. The proposed Resolution approving acceptance of the cash bequest would also authorize the Commission Secretary to request that the Board approve the acceptance and expenditure by the Museum of the cash bequest for the purpose set forth in the revised Collection Management Policy.

Recommendation

I recommend the Commission adopt the attached Resolutions approving the revised Museum Collection Management Policy, accepting the cash bequest, and authorizing the Commission Secretary to request that the Board of Supervisors approve the acceptance and expenditure of the bequest funds.



Ivar C. Satero
Airport Director

Prepared by: Blake Summers
Director and Chief Curator
SFO Museum

Attachments