

1 [Establishing a San Francisco Museum and Historical Society Advisory Committee.]

2 **Ordinance amending Article VIII of the San Francisco Administrative Code by adding**
3 **Section 2A.166 to establish the San Francisco Museum and Historical Society Advisory**
4 **Committee as an advisory committee to the Board of Supervisors and the Board of**
5 **Trustees of the Fine Arts Museums of San Francisco.**
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8 Note: **This entire section is new.**
9 Board amendment additions are double underlined.
10 Board amendment deletions are ~~strike through normal~~.

11 Be it ordained by the People of the City and County of San Francisco:

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13 Section 1. The San Francisco Administrative Code is hereby amended by adding
14 Article Section 2A.166, to read as follows:

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16 **SEC. 2A.166. SAN FRANCISCO MUSEUM AND HISTORICAL SOCIETY ADVISORY**
17 **COMMITTEE.**

18 **(a) Establishment of Committee.** There is hereby established a San Francisco
19 Museum and Historical Society Advisory Committee (“Committee”).

20 **(b) Committee Membership.** The Committee shall consist of nine (9) voting
21 members. The members shall consist of:

22 (1) Two (2) representatives from the San Francisco Museum and Historical Society
23 (the “Society”);

24 (2) Two (2) representatives from the Fine Arts Museums of San Francisco
25 (“FAMSF”);

- 1 (3) One (1) representative from the San Francisco Public Library currently working
2 in the City Archives division or with expertise in historical materials;
- 3 (4) One (1) member of the public with significant expertise or experience
4 researching and documenting the history of San Francisco;
- 5 (5) Two (2) members of the public from historical organizations focused on the
6 history of ethnic or racial minorities or on the history of the lesbian, gay, bisexual
7 and transgender communities within San Francisco; and
- 8 (6) One (1) member of the public with a professional background in museums who
9 is not affiliated with FAMSF or the Society.

10 The Society representatives shall be appointed by the Board of Supervisors based on
11 nominations from the San Francisco Museum and Historical Society. The public
12 representatives shall be appointed by the Board of Supervisors based on nominations from
13 the Society and from applications submitted by the general public. The Society's nominations
14 and the public representative applications shall be submitted to the Clerk of the Board of
15 Supervisors within 30 days of the enactment of this Ordinance. All other representatives shall
16 be appointed by the Director of the Fine Arts Museums. All appointments shall be made
17 within 60 days after enactment of this Ordinance and thereafter, as provided in subparagraph
18 (c). Each Committee member shall serve at the pleasure of the appointing authority.

19 In making appointments, members of the Board of Supervisors and the Director of the
20 Fine Arts Museums shall take into consideration City policy that the members of all boards,
21 commissions and committees be broadly representative of the diversity in ethnicity, race, age
22 and sexual orientation of the City and County and have representation of both sexes. In no
23 event shall more than four members of the Committee consist of members of the Fine Arts
24 Museums Board of Trustees ("Fine Arts Museums Board") or its Executive Committee. In no
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1 event shall more than four members of the Committee consist of board members of the
2 Society.

3 **(c) Term of Office.** Members shall serve a term of one year. The first one-year
4 term for all members shall begin upon the date the Clerk of the Board of Supervisors certifies
5 that all members of the Committee have been appointed following the adoption of this
6 Ordinance. Future terms of office shall begin on that date of each successive year. Members
7 shall conduct the first meeting of the Committee within thirty days of the appointment of all
8 members.

9 In the event a vacancy in Committee membership occurs, the successor to the vacant
10 position shall be appointed to complete the unexpired term of the office vacated in the same
11 manner used to select the previous occupant of that position, consistent with subparagraph
12 (b).

13 **(d) Removal of Members.** Any member whom the Committee certifies to have
14 missed three regularly scheduled meetings of the Committee in any six month period without
15 prior authorization of the Committee shall be deemed to have resigned from the Committee
16 effective on the date of the written certification from the Committee.

17 **(e) Compensation.** Members of the Committee shall not be compensated, nor
18 shall they be reimbursed for expenses.

19 **(f) Purposes and Duties of Committee.** The purposes and duties of the
20 Committee are to publicly discuss and make recommendations to the Board of Supervisors
21 and Fine Arts Museums Board regarding any or all of the following topics:

22 (1) The management of the collection of the San Francisco Museum and
23 Historical Society (the "Collection") including, but not limited to, issues
24 related to the inventory, housing, storage, exhibition, conservation and
25 development of such Collection;

- 1 (2) The type of relationship between the City and the Society that would best
2 serve to ensure the continuing existence, financial stability and success
3 of the San Francisco Museum and Historical Society;
- 4 (3) The identification of permanent exhibition venue(s) for the Society's
5 Collection and funding for such venue(s);
- 6 (4) Sources of potential financial support for the Society;
- 7 (5) The potential creation of one or more full-time or part-time positions under
8 the Fine Arts Museums' budget for the purpose of conducting a complete
9 inventory/catalogue of the City and County of San Francisco's historical
10 collections as well as those of the Society;
- 11 (6) The potential merger of the City's historical collections with the Society's
12 Collection; and
- 13 (7) Strategies to promote citywide communication and partnership between
14 various local organizations that hold historical/cultural resources.

15 **(g) Reporting Requirements.** The Committee shall submit to the Board of
16 Supervisors and to the Fine Arts Museums Board a written report, by March 31 of 2003,
17 summarizing its findings and recommendations, and then submit an annual report by March 1
18 of each subsequent year the Committee is in operation.

19 **(h) Officers.** At the initial meeting of the Committee, the Committee members shall
20 select such officers as it deems necessary.

21 **(i) Staff Support.** The Fine Arts Museums shall provide staff support and
22 resources for the Committee.

23 **(j) Meetings.** The Committee shall meet at least monthly. All meetings of the
24 Committee, except as provided by applicable laws, shall be open to the public.

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1 **(k) Establishment of Rules and Regulations.** The Committee, which qualifies as
2 a Policy Body under San Francisco Administrative Code Chapter 67 (the “Sunshine
3 Ordinance”), shall establish rules and regulations for its own organization and procedure that
4 are consistent with the Sunshine Ordinance and other laws governing the conduct of public
5 meetings.

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8 APPROVED AS TO FORM:
9 DENNIS J. HERRERA, City Attorney

10 By: _____
11 ADINE K. VARAH
12 Deputy City Attorney