



San Francisco International Airport

MEMORANDUM

June 19, 2018

TO: AIRPORT COMMISSION
Hon. Larry Mazzola, President
Hon. Linda S. Crayton, Vice President
Hon. Eleanor Johns
Hon. Richard J. Guggenhime
Hon. Peter A. Stern

FROM: Airport Director

SUBJECT: Grant of Authority to Accept Certain Gifts of Objects to SFO Museum.

DIRECTOR'S RECOMMENDATION: ADOPT RESOLUTION REQUESTING THAT THE SAN FRANCISCO BOARD OF SUPERVISORS AMEND THE ADMINISTRATIVE CODE TO AUTHORIZE THE COMMISSION TO ACCEPT CERTAIN GIFTS OF OBJECTS TO SFO MUSEUM.

Executive Summary

Currently, San Francisco Administrative Code Section 10.100-305 provides that the acceptance or expenditure of any gift of cash or goods of a market value greater than \$10,000 shall require approval of the San Francisco Board of Supervisors (the "Board"), by resolution. The proposed resolution would authorize the Director to request the Board to amend the Administrative Code to allow the Commission to accept certain gifts, devises and bequests of objects or other articles to SFO Museum.

Background

SFO Museum manages a permanent collection for use in public programs in the San Francisco Commission Aviation Library and Louis A. Turpen Aviation Museum and conducts ongoing collection development through acquisitions by purchase and gifts of objects appropriate to its collection focus. Gifts of objects and other articles, including those valued at greater than \$10,000, are periodically offered for donation to SFO Museum. To ensure the accession of appropriate and desirable objects to the SFO Museum collection, each gift is reviewed for compliance with the SFO Museum Collection Management Policy and is presented for approval by the SFO Museum Collection Review Committee.

Under Administrative Code Section 10.100-305, Board approval is required before the Commission can accept or expend any gift of cash or goods of a market value

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AIRPORT COMMISSION CITY AND COUNTY OF SAN FRANCISCO

MARK FARRELL MAYOR LARRY MAZZOLA PRESIDENT LINDA S. CRAYTON VICE PRESIDENT ELEANOR JOHNS RICHARD J. GUGGENHIME PETER A. STERN IVAR C. SATERO AIRPORT DIRECTOR

greater than \$10,000. This includes gifts to SFO Museum. Other City-owned museums are authorized under the Administrative Code to accept gifts valued greater than \$10,000 without Board approval. A similar delegation of authority to the Commission would be beneficial because it would allow the Commission to accept gifts in a prompt manner that preserves productive donor relations for SFO Museum.

Airport staff therefore recommends that the Commission authorize the Director to request the Board to amend the Administrative Code to allow the Commission to accept gifts, devises and bequests of objects or other articles for the SFO Museum collection when the acceptance of the same entails no expense on the part of the Commission beyond the ordinary care and maintenance of such objects or other articles. This change would most likely be made in Administrative Code Section 10.100-305 or Section 2A.155.

The Commission would continue to report acceptance of gifts pursuant to Administrative Code Sections 10.100-305 and 67.29-6.

Recommendation

I recommend that the Commission approve a request to the San Francisco Board of Supervisors to amend the Administrative Code to allow the Commission to accept certain gifts, devises and bequests of objects or other articles to SFO Museum.



Ivar C. Satero
Airport Director

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SFO Museum