

Fine Arts Museums Ticket Distribution Policy

1. Public Purposes of Distribution of Tickets or Passes.

The distribution of any ticket or pass by the City agency known as the Fine Arts Museums ("Museum")ⁱ to, or at the behest of, a public official shall accomplish one or more of the following types of public purposes ("Fine Arts Museums Charitable Trust and Public Purposes"):

- a. Furthering the charitable purposes of the Fine Arts Museums under the San Francisco Charter.
- b. Facilitating public officials' familiarity with, or ability to carry out their services or fiduciary duties with respect to, the management, administration, and/or care of the Museum.
- c. Increasing the understanding and appreciation of the offerings and operations of the Museum by City officers and employees involved in the governance, funding, advising, management or administration of the Fine Arts Museums.
- d. Promotion of cultural, artistic, educational, recreational, and community activities in the City.
- e. Promotion of the collections, exhibitions, events, activities, programs, and resources available at the Museum facilities.
- f. Information gathering and education regarding matters of local, regional and state-wide concern that affect the City including enhancing intergovernmental relations through including attendance at events with or by elected and appointed officials, and immediate family members, from other jurisdictions.
- g. Promoting or showing City appreciation for programs and services rendered by community and other non-profit resources for the benefit of the community including artistic and cultural organizations and institutions.
- h. Monitoring and evaluation of operation and maintenance of public facilities available for City resident and visitor use.
- i. Increasing public exposure to, and appreciation of, the artistic, recreational, cultural, and educational facilities and programs available to the public within the City.
- j. Increasing public familiarity with public exhibitions, resources, programs, and performances, available to City residents and visitors.
- k. Promotion of economic development and employment in the City and surrounding areas.
- l. Supporting local businesses, including charitable organizations.
- m. Increasing City tourism, including conferences, conventions, and special events.
- n. Awareness of resources available to City residents, including charitable and nonprofit organization resources.
- o. Increasing use or appreciation of City-run, sponsored or supported exhibitions, community programs or public programs or performances held in City facilities.
- p. Highlighting community programs within the City, including programs organized or supported by charitable and nonprofit organizations.
- q. Promoting public and private facilities, services, events and programs available for City resident and visitor use or enjoyment, including charitable and nonprofit organization facilities, services and programs.
- r. Participation in exchange programs with foreign officials and representatives.
- s. Providing increased exposure to, or gathering public input, on City services, facilities and spaces.

- t. Assessing supporting organization, licensee, and customer service needs and satisfaction.
- u. Identifying or evaluating procedural and physical deficiencies in programs and facilities.
- v. Facilitating increased direct contact, input from, and communication with, supporting organizations, licensees, and event representatives.
- w. Furthering any other public purpose that a department or commission is required or authorized by law to pursue.
- x. Any public purpose similar to those listed herein or any public purpose identified in any City contract or as may be determined by resolution of the Trustees

2. Prohibition on Transfer.

A public official who has received a ticket or pass distributed under this policy shall not transfer such ticket or pass to any other person, except to the public official's immediate family, solely for their personal use.

3. Disclosure.

As required by the FPPC Regulation 18944.1, the Fine Arts Museums shall prominently post the following information regarding the distribution of any tickets or passes under this policy on the Fine Arts Museums' website, on a form provided by the FPPC within 30 days after the ticket/pass distribution:

- The name of the person receiving the ticket or pass, or if the ticket or pass is distributed to a non-City organization, the name, address, description of the organization, and the number of tickets or passes provided to the organization;
- A description of the event;
- The date of the event;
- The face value of the ticket or pass;
- The number of tickets or passes provided to each person;
- If the ticket or pass is distributed at the behest of a public official, the name of the official who requested the distribution of the ticket or pass; and
- A description of the public purpose under which the distribution was made or, alternatively, that the ticket or pass was distributed as income to the official.

The Fine Arts Museums shall post this policy on its website in a prominent fashion.

4. Distribution of Tickets.

The Director of the Fine Arts Museums is the department official authorized to exercise discretion in the distribution of tickets and passes. The Director, or his or her designee, shall have the authority to determine whether the distribution of tickets and/or passes to a particular recipient furthers one or more of the public purposes specified under this policy.

*Adopted on December 10, 2009
FAMSF Board of Trustees, Board Resolution 1679*

ⁱ This policy applies to the Fine Arts Museums as a City agency, rather than to the Corporation of the Fine Arts Museums or the Fine Arts Museums Foundation, which are private, 501(c)(3) organizations and not City agencies.