



EXECUTIVE COMMITTEE MEETING OF THE ARTS COMMISSION

**Wednesday, February 25, 2026
1 p.m.
City Hall, Room 416**

Draft Minutes

President Collins called the meeting to order at **1:06** p.m.

1. Call to Order, Roll Call, Agenda Changes, Land Acknowledgment (0:03)

Commissioners Present

Charles Collins, President
Janine Shiota
McKenna Quint

Commissioners Absent

Marcus Shelby
JD Beltran

Staff Present:

Ebon Glenn, Deputy Director of Programs
Sarah Hollenbeck, Deputy Director of Finance and Administration
Manraj Dhaliwal, Commission Secretary
Veronica Limcaco, Acting Chief of Staff

President Collins asked for any agenda changes and no changes were suggested.

President Collins announced the public meeting instructions.

Commission Secretary Dhaliwal announced public comment instructions.

Commissioner Quint began the meeting by reading the Arts Commission's land acknowledgment statement.

2. General Public Comment (5:53)

There was no public comment.

3. New Citywide CBO Payment Processing Policy (6:36)

Deputy Director Sarah Hollenbeck presented a new City Controller policy that standardizes how all City departments process payments to community-based organizations (CBOs). The policy requires departments to collect supporting documentation for invoiced expenses and follow clearer review and risk assessment procedures. SFAC plans to develop its own departmental policy and aims to implement it for new FY27 grant contracts beginning July 1, 2026.

Commissioners discussed the potential impact on staff workload and on small arts organizations, noting that SFAC funds many small and individual artist grants that may face added reporting burdens. They emphasized the importance of strong communication, outreach, and workshops to help grantees understand the changes. Staff acknowledged these concerns and committed to crafting a policy that balances city requirements with the realities of the arts community.

4. Update to Ticket Distribution Policy (26:48)

Deputy Director Sarah Hollenbeck provided an update on revisions to the Arts Commission's ticket distribution policy. The changes are required due to recent updates to local ethics laws, including new definitions of "restricted sources" and adjustments to gift rules for City officials. The overall structure of the policy remains largely the same, with updates focused on aligning it with current legal requirements.

Commissioners asked clarifying questions about disclosure requirements, including whether the updates would affect Form 700 filings or Form 802 reporting. Staff indicated that no major changes to Form 700 are expected and that additional clarification on reporting thresholds will be provided when the policy returns to the full Commission for approval.

There was no public comment.

5. New Business and Announcements **(31:20)**

President Collins shared information about an upcoming SFMoMA panel connected to the “Mapping Genocide” project, focused on Native resilience and art.

There was no public comment.

6. Adjournment **(33:10)**

There being no further business, the meeting was adjourned at 1:41 p.m.

Posted 02/27/2026, 4:07 p.m., MD

Archives Available

A recording of this meeting will be available online after the meeting at the following address:

<https://www.sf.gov/meeting/march-27-2024/executive-committee-meeting>

Language Accessibility

Translated written materials and interpretation services are available to you at no cost. For assistance, please notify Commission Secretary Manraj



Dhaliwal, 415-252-2247, manraj.dhaliwal@sfgov.org

我們將為閣下提供免費的書面翻譯資料和口譯服務。如需協助, Commission Secretary Manraj Dhaliwal, 415-252-2247, manraj.dhaliwal@sfgov.org.

Materiales traducidos y servicios de interpretación están disponibles para usted de manera gratuita. Para asistencia, notifique a Commission Secretary Manraj Dhaliwal, 415-252-2247, manraj.dhaliwal@sfgov.org.