

October 28, 2020

Clerk of the Board of Supervisors City Hall, Room 244 One Carlton B. Goodlett Place San Francisco, CA 94102

VIA EMAIL

RE: Tenants and Owners Development Corp. Notice of Public Board Meeting of San Francisco Department of Human Services Funded Organization

Dear Clerk of the Board of Supervisors,

Tenants and Owners Development Corp., a recipient of the San Francisco Department of Human Services funds for the program year July 1, 2020 to June 30, 2021 will be holding one of its two required public board meetings of the program year on Monday, November 23, 2020 at 6:00PM via Zoom.. This notice fulfills the obligations for the notice of Public Board Meeting under the Sunshine Ordinance while also observing social distancing for the safety of all involved.

Please do not hesitate to contact me at (415) 426-6828 if you have any questions regarding the above or need login information to access the meeting. Please request access information no later than 1 hour prior to the meeting (request send via email to: <u>mandy@todco.org</u> or by leaving a voicemail message at the telephone number above. Without adequate lead time, we may not be able to view and process your request.

Sincerely,

Anna Yee CEO

cc: San Francisco Public Library, Government Information Center

TODCO, Inc. Open Board Meeting Policy TODCO holds two open board meetings per year, as required by the Sunshine Ordinance.