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October 11, 2024

Clerk of the Board of Supervisors 1 Dr. Carlton B. Goodlett Place City Hall, Room 244 San Francisco, CA 94102-4689

To Whom It May Concern,

Pursuant to Section 12L.4(a)(1) of the San Francisco Administrative Code, American Conservatory Theatre Foundation hereby designates the November 14, 2024, and January 30, 2025, meetings of the Board of Trustees to be open to the public.

Each meeting will be held at the Toni Rembe Theater, at 415 Geary Street, San Francisco, CA. Both meetings are scheduled to begin at 4:00 p.m., and conclude at 6:00 p.m.

Interested parties are kindly asked to reach out to myself, should they require any additional information or wish to attend.

Sincerely,

Xavier P Dzielski Executive Assistant & Board Liaison xdzielski@act-sf.org

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To Whom It May Concern:

Pursuant to Administrative Code Section 12L.4(a)(1) regarding public access to nonprofits, please find the attached notice of designated "open meetings" for the Board of Trustees of American Conservatory Theater Foundation. Interested parties may direct any inquiries to Xavier Dzielski, by email or phone per the below information.

If possible, please confirm receipt of this message when you are able.

Best wishes, Xavier

## Xavier P Dzielski (he/him/his)

Executive Assistant & Board Liaison, American Conservatory Theater (415) 439-2327 | act-sf.org 415 Geary Street | San Francisco, CA | 94102

