

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is made and entered in this 9 day of August, 2020 by and between the AIRPORT COMMISSION OF THE CITY AND COUNTY OF SAN FRANCISCO (“Commission”) and the SAN FRANCISCO AERONAUTICAL SOCIETY (“Society”).

RECITALS

- A. The Commission has charge of the San Francisco International Airport (“Airport”), which includes the SFO Museum (“Museum”). The San Francisco Airport Commission Aviation Library and Louis A. Turpen Aviation Museum (“ALM”) is a part of the Museum.
- B. The ALM collects, preserves, and interprets written materials and artifacts associated with the history of commercial aviation in North America and the Pacific Region as it relates to the Airport. As a center for research and exhibition programming, its purpose is to increase and enrich public awareness of the achievements and historic significance of air transport. Collections management, exhibition programming, and museum volunteer programs are all administered for the ALM by the Museum.
- C. The San Francisco Aeronautical Society (“Society”) was formed as the support group of the ALM in 1997. The Society is a non-profit corporation exempt from federal taxation under Section 501(c)(3) of the Internal Revenue Code. The Society’s Board of Directors is dedicated to the Commission’s goals in creating this active West Coast center for aviation. The Society intends to maintain its tax-exempt status during the term of this MOU.
- D. The Society’s purpose is to support the ALM by (1) seeking donations for the collection, (2) raising funds for acquisitions for the collection, (3) promoting scholarly research within the collection, (4) producing educational publications, lectures, and seminars related to aviation, (5) identifying participants for the Oral History Program, and (6) sponsoring special exhibitions. In furtherance of these purposes, the Society has created a volunteer group of aviation professionals and enthusiasts, as well as a dues paying general membership in the Society, to provide broad-based support for the ALM.

IN ACCORDANCE WITH THE RECITALS ABOVE, the Commission and the Society express their intent to act cooperatively as follows:

1. The Museum will be in charge of collection management, exhibition programming, and museum volunteer programs with respect to the ALM.

2. The Commission will waive fees for use of the ALM Event Facility for Society fundraising, educational, or scholarly functions. The Society will be responsible only for the Commission's costs.
3. The Society has created and will maintain (a) a volunteer group of aviation professionals and enthusiasts and (b) a dues paying Society membership program, both of which will provide support for the ALM.
4. The Society will promote scholarship, produce seminars, and publish educational materials relating to the ALM's goals as a center for the West Coast and Pacific Rim aviation. The Society will also assist with the development of the Oral History Program.
5. The Society will actively seek donations as well as raise funds for acquisitions for the collection.
6. The Society will administer a sponsorship program, approved by the Commission, for donor recognition opportunities within the ALM. All proceeds of this program will be used for the acquisition of collection objects for the ALM.
7. In accordance with its non-profit purpose of supporting the ALM, the Society agrees to donate gifts to the Aviation Archive. Donations of all gifts must comply with Section 67.29-6 of the City and County of San Francisco ("City") Sunshine Ordinance (San Francisco Administrative Code Section 67.29-6). The Society agrees to comply with the gift disclosure requirements set forth in Section 67.29-6. All donations to the Society required to be disclosed under Section 67.29-6 shall be disclosed on the Society's website within 30 days of the donation. The Society makes this commitment with the understanding that the Commission will publish on its website a link or other reference to the Society's website containing the aforementioned disclosures.
8. The Society may retail merchandise at the Airport with the approval of the Commission.
9. The Society will comply with all Airport Rules and Regulations, and all City laws and regulations governing the use of City property. The Society will enter into all necessary permits for use of the ALM. The Commission and the Society agrees to comply with all regulations, policies and guidance of the City Controller regarding groups, such as the Society, that support City departments, and to enter into any amendments to this MOU that may be necessary to effect such regulations, policies or guidance.
10. The Society and the Commission agree to execute all necessary agreements to effectuate the purposes of this MOU.
11. The Society will not discriminate against any person or persons on the basis of the fact or perception of a person's race, color, creed, national origin, ancestry, age, sex, sexual orientation, gender identity, domestic partner status, marital status, disability or Acquired Immune Deficiency Syndrome, HIV status (AIDS/HIV status), weight, height, association with members of classes protected under this paragraph or in retaliation for opposition to such discrimination.

