

**MINUTES**  
**WAR MEMORIAL BOARD OF TRUSTEES**  
**REGULAR MONTHLY MEETING**

**Thursday, February 8, 2001**

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, February 8, 2001 in the Trustees' Board Room, War Memorial Opera House, President Horn presiding.

**ROLL CALL**

Present: President Horn, Vice President Jarman, Trustee Balianz, Trustee Farrow, Trustee Moscone, Trustee Roth;

Absent: Trustee Haas, Trustee Leones, Trustee Noonan, Trustee Shultz, Trustee Yoder.

**APPROVAL OF MINUTES**

President Horn called for approval of the minutes of the January 11, 2001 regular meeting of the Board. On motion of Trustee Moscone, seconded by Trustee Farrow, the minutes were unanimously approved.

**PRESIDENT'S REPORT**

**Memorial Mass for Former Trustee Frederic F. Campagnoli:** President Horn noted that a memorial mass for former Trustee Fred Campagnoli, who passed away on January 5, will be held at Saints Peter and Paul Church on February 15 at 10:30 a.m.

**MANAGING DIRECTOR'S REPORT**

**Rental Requests:** Ms. Murray reported that rental requests as mailed to Trustees include a request from the Mayor's Office for use of the Herbst Theatre on March 7, 2001, for the Mayor's Crime Summit. She stated the Mayor's Office has requested a waiver of the rental fee for this activity, and noted that approval of rental fee waivers for official City events is consistent with the past practices of the Board of Trustees. Ms. Murray noted that remaining rental requests are routine and requested their approval. On motion of Trustee Farrow, seconded by Trustee Moscone, the following resolution was unanimously adopted:

**RESOLUTION NO. 01-04**

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the following rental requests are hereby approved:

**LOUISE M. DAVIES SYMPHONY HALL**

California College of Podiatric Medicine Graduation Ceremony	May 25, 2001	\$2,000.00
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**HERBST THEATRE**

Mayor's Office Crime Summit	March 7, 2001	Rental fee waived
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Friends and Foundation of the Library Ted Koppel	March 6, 2001	\$525.00
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Ballet with Miss Tilly Annual ballet class recital	May 14-18, 2001	\$2,625.00
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Sacred Heart Cathedral Prep Spring Chorus Concert entitled "A Taste of Ragtime"	May 2 & 3, 2001	\$1,050.00
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**Additional Rental Requests:** Ms. Murray stated that additional rental requests are routine and requested their approval. On motion of Trustee Farrow, seconded by Trustee Moscone, the following resolution was unanimously adopted:

**RESOLUTION NO. 01-05**

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the following additional rental requests are hereby approved:

**LOUISE M. DAVIES SYMPHONY HALL**

Music in the Schools Today The Big Music Lesson	March 16, 2001	\$850.00
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**HERBST THEATRE**

Instituto Mexicano de Cultura Ballet Folklorico	May 31, 2001	\$525.00
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Star Dance Studio Rehearsal and Performance of Annual Dance Recital	June 14, 15 & 16, 2001	\$1,575.00
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**Energy Crisis and Conservation:** Ms. Murray reported that to date, the War Memorial facilities have not been affected by rolling blackouts. She noted that the Veterans Building and most of the Opera House are on the "network service," which service is not expected to be impacted by rolling blackouts. However, Davies Symphony Hall, Zellerbach Rehearsal Hall and the Opera House "theatrical panel," which serves all

stage theatrical power, are not on the network service and will be impacted if rolling blackouts continue. Ms. Murray stated that the War Memorial and resident licensees have made preparations for rolling blackouts in the event they should occur during performance hours.

Ms. Murray reported that in response to the energy crisis, War Memorial staff and building licensees and occupants have implemented various energy conservation measures including modifying both exterior and interior lighting use and schedules, curtailing or reducing use of other electrical equipment and items, and adjusting heating levels in various areas of the buildings. She noted that Mayor Brown has issued directives to all City departments regarding energy conservation, and has set targets for City departments to achieve a 5% energy reduction by the summer of 2001, and a 10% reduction by the summer of 2002. Ms. Murray stated that staff will be working with the San Francisco Public Utilities Commission and building licensees and occupants to insure that the War Memorial achieves, if not exceeds, these energy conservation goals.

### **SECRETARY'S REPORT**

**Revenue, Appropriations and Building Projects Report for January 2001:** Mr. Ridenour referred to the revenue, appropriations, and status of building projects reports for January 2001, and requested a resolution to approve January 2001 housekeeping expenditures as submitted. On motion of Trustee Farrow, seconded by Trustee Moscone, the following resolution was unanimously adopted:

#### **RESOLUTION NO. 01-06**

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. POWM 150 through POWM 168 are hereby approved.

### **COMMITTEE REPORTS**

#### **Budget and Finance Committee**

##### **Fiscal Year 2001-02 Departmental Budget:**

Trustee Roth, Chair of the Budget and Finance Committee, reported that the Committee met on February 6, to consider the War Memorial's Departmental Budget for Fiscal Year 2001-02 as proposed by staff. She stated that the War Memorial's budget request, as approved by the Board of Trustees, must be submitted to the Mayor and Controller on February 21, 2001. Trustee Roth stated that Ms. Murray presented and reviewed staff's Operating Budget proposal, which provides for the continuation of current operations and services. Ms. Murray reported to the Committee that the FY 2001-02 budget contains no significant program or financial changes from the current year, and she reviewed various increases and changes in operating expenditure areas. Ms. Murray also reviewed staff's recommended Capital Budget totaling \$1.8 million, including annual routine facilities maintenance and funding for eight projects. Trustee Roth stated that following discussion, the Committee voted unanimously to recommend to the full Board that the War Memorial's FY 2001-02 Departmental Budget as proposed by staff be approved.

Trustee Roth moved that the report and recommendation of the Budget and Finance Committee be adopted, and that the War Memorial Departmental Budget for FY 2001-02 be approved as submitted. The motion was seconded by Trustee Moscone, and the following resolution was unanimously adopted:

RESOLUTION NO. 01-07

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby adopts the report and recommendation of its Budget and Finance Committee, and approves the War Memorial Departmental Budget for FY 2001-02 as proposed by staff.

ADJOURNMENT

There being no further business, President Horn adjourned the meeting at 2:15 p.m.

Gregory P. Ridenour  
Executive Secretary