

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR MONTHLY MEETING

Thursday, December 13, 2007

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, December 13, 2007, in the Trustees' Board Room, War Memorial Opera House, President Horn presiding.

ROLL CALL

Present: President Horn, Vice President Bechtle, Trustee Bashford, Trustee Davis, Trustee Farrow, Trustee Jarman, Trustee Moscone, Trustee Myatt, Trustee Pelosi, Trustee Shultz and Trustee Tsakopoulos-Kounalakis.

Staff Present: Elizabeth Murray, Managing Director
Gregory Ridenour, Assistant Managing Director/Executive Secretary

APPROVAL OF MINUTES

President Horn called for approval of the minutes of the November 8, 2007 regular meeting of the Board. On motion of Trustee Shultz, seconded by Trustee Farrow, the minutes were unanimously approved.

PRESIDENT'S REPORT

Conclusion of Opera Fall Season: President Horn stated that the San Francisco Opera concluded the fall portion of its 2007-08 season on Sunday, December 9, 2007. On behalf of the Board, President Horn extended congratulations to the Opera on a superb season.

Opening of Ballet "Nutcracker" Season: President Horn stated that the San Francisco Ballet will open its 2007 "Nutcracker" season this evening and will present 30 performances through December 30. On behalf of the Board, President Horn extended best wishes to the Ballet for a successful "Nutcracker" season.

War Memorial Budget for FY 2008-09: President Horn reported that City department budget requests for the 2008-2009 fiscal year must be submitted to the Controller and the Mayor by February 21, 2008. He stated that in order to meet this deadline, the Board must consider and approve the War Memorial's FY 2008-09 proposed budget request at the February 14, 2008 meeting. President Horn referred this matter to the Board's Budget and Finance Committee and asked the Committee to meet during the next two months and provide recommendations to the full Board at the February meeting.

MANAGING DIRECTOR'S REPORT

Rental Requests: Ms. Murray reported that rental requests include a request from the San Francisco Ballet to install a tent in the parking area behind the Memorial Court from approximately April 15, through April 25, 2008, to host a gala dinner event for their "New Works Festival" opening night on April 22, 2008. The Ballet requests to use its one catering exemption for 2007-08 for food and beverage service for this gala dinner. Ms. Murray reported that rental requests also include a request from Wine Enthusiast Magazine to use Opera House lobby areas on March 27, 2008, to hold its second annual "Toast of the Town" wine and food tasting event. Ms.

Murray said that remaining rental requests are routine and requested their approval. On motion of Trustee Myatt, seconded by Trustee Shultz, the following resolution was unanimously adopted:

RESOLUTION NO. 07-47

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

WAR MEMORIAL OPERA HOUSE

San Francisco Ballet "New Works Festival" Opening Night Gala Dinner – Parking Lot Tent	April 22, 2008	\$6,500.00 Catering Exemption
Wine Enthusiast Magazine "Toast of the Town" Wine and Food Tasting Event	March 27, 2008	\$4,200 + catering %

LOUISE M. DAVIES SYMPHONY HALL

SFJAZZ Savion Glover & McCoy Tyner	March 14, 2008	\$2,100.00 vs. 10% \$4,200.00 maximum
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HERBST THEATRE

The Dragon Singers The Dragon Singers 25 th Anniversary Concert	October 11, 2008	\$630.00
Dan Goodman "Nonsense and Verse"	September 26, 2008	\$1,100.00
San Francisco Foundation Community Leadership Awards Ceremony	September 23, 2008	\$630.00
Dance Brigade Women Against War: A Dance Music Theatre Event	March 14, 2008	\$630.00
CCSF Office of the City Attorney Commissioner's Training	March 3, 2008	\$500.00
SFJAZZ Spring Season 2008	January 26, 2008 March 21, 28, 2008 April 6, 13, 18, 2008 May 24, 25, 2008 June 1, 6, 8, 13, 14, 2008	\$8,690.00

SECRETARY'S REPORT

Revenue, Appropriations and Status of Building Projects Reports for November 2007: Mr. Ridenour referred to the Revenue, Appropriations, and Status of Building Projects Reports for November 2007, and requested a resolution to approve housekeeping expenditures as submitted. On motion of Vice President Bechtle, seconded by Trustee Myatt, the following resolution was unanimously adopted:

RESOLUTION NO. 07-48

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM080203 through WM080245 are hereby approved.

REGULAR ITEMS

San Francisco Ballet - Request to install exterior décor for 2008 Ballet Season: President Horn stated that in advance of today's meeting Trustees received a copy of the letter from Glenn McCoy, Executive Director of the San Francisco Ballet, outlining proposed plans for the Ballet's upcoming 75th Anniversary Season in the Opera House, from January to May 2008. As stated in their correspondence, the Ballet is requesting to install scenic and décor elements on the exterior and grounds of the Opera House both to highlight the Opera House and spotlight the Ballet's "New Works Festival" of ten new ballets being presented from April 22 through May 6, 2008. President Horn stated that Trustees have today received a packet, including a summary list, diagrams and renderings of the Ballet's proposed scenic and décor elements.

Ms. Murray described two parts of the Ballet's proposal. The Ballet is first requesting to install banners in the archways of the Opera House loggia for the entire 2008 Ballet Season, from January 16 through May 8, 2008. This includes seven banners, each measuring 10' wide by 20' high with the Ballet's 75th Anniversary logo and other graphics, installed on truss structures between the loggia columns. Ms. Murray stated that the Ballet's second request is to install exterior scenic and décor elements during their "New Works Festival" presentation from April 14 through May 8, 2008. Proposed elements include: an entry arch on the Van Ness Avenue sidewalk in front of the Memorial Court gates; two towers on the Van Ness Avenue sidewalk in front of the Opera House and two towers on sidewalk areas at the north and south ends of the Memorial Court, each covered with 75th Anniversary graphics and having theatrical lights to provide architectural and textured lighting on the north and east sides of the Opera House; theatrical lighting instruments placed on the roof of the Opera House Grove Street marquee to provide architectural lighting on the south side of the Opera House; and installation of white mini-lights in Memorial Court trees.

Glenn McCoy, Executive Director of the San Francisco Ballet, thanked the Trustees for their support over the years and acknowledged the assistance of War Memorial staff in working with the Ballet to develop and modify these décor proposals to respect the interests and needs of the multiple users of the War Memorial facilities. Mr. McCoy emphasized the importance to the Ballet of highlighting their 75th Anniversary and especially the "New Works Festival."

During discussion regarding the placement and installation dates of décor elements, Ballet representatives and War Memorial staff confirmed that the proposed entry arch would be located on the Van Ness Avenue sidewalk area in front of the gates and stairs leading to the Memorial Court, and that the entry arch would not be attached to the Memorial Court gates, nor would it obstruct or obscure the entrance to the Memorial Court.

Following discussion, and on motion of Trustee Shultz, seconded by Trustee Bashford, the following resolution was unanimously adopted:

RESOLUTION NO. 07-49

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby approves the proposals of the San Francisco Ballet to install scenic and décor elements on the exterior and grounds of the Opera House, from January 16 through May 8, 2008, in recognition of the 75th Anniversary of the San Francisco Ballet.

Election of Officers for 2008: President Horn opened the floor to nominations for the offices of President and Vice President of the War Memorial Board of Trustees for 2008. Trustee Shultz nominated Thomas E. Horn for a second term for the office of President, and Nancy H. Bechtle for a second term for the office of Vice President, of the War Memorial Board of Trustees for 2008. Trustee Shultz in nominating Trustees Horn and

Bechtle specifically referred to their continuing dedication to bringing about a seismic upgrade of the Veterans Building, and to protect and preserve the War Memorial for future generations to enjoy. The motion was seconded by Trustee Farrow, and the following resolution was unanimously adopted:

RESOLUTION NO. 07-50

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that nominations for the offices of President and Vice President of the Board of Trustees for 2008 are hereby closed; and further,

RESOLVED, That this Board unanimously elects Thomas E. Horn as its President and Nancy H. Bechtle as its Vice President for calendar year 2008.

President Horn and Vice President Bechtle expressed their gratitude to the Trustees for the opportunity to serve as officers of the Board during 2008.

PUBLIC COMMENT

LeRue Grim, Chair of the American Legion War Memorial Commission, extended congratulations to President Horn and Vice President Bechtle on their reelection, and he updated the Board on the Commission's plans for the upcoming year, including continuing to support JROTC programs in the schools and other patriotic and educational programs for which the American Legion is known.

ADJOURNMENT

There being no further business, President Horn adjourned the meeting at 3:05 p.m.

Gregory P. Ridenour
Executive Secretary