

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

**Thursday, January 8, 2009**

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, January 8, 2009, in the Trustees' Board Room, War Memorial Opera House, President Bechtle presiding.

**ROLL CALL**

Present: President Bechtle, Trustee Bashford, Trustee Davis, Trustee Farrow, Trustee Horn, Trustee Jarman, Trustee Myatt, and Trustee Tsakopoulos-Kounalakis;

Absent: Vice President Shultz, Trustee Moscone and Trustee Pelosi;

Staff Present: Elizabeth Murray, Managing Director  
Jennifer Norris, Assistant Managing Director/Executive Secretary

**APPROVAL OF MINUTES**

President Bechtle called for approval of the minutes of the December 11, 2008 regular meeting of the Board. On motion of Trustee Davis, seconded by Trustee Farrow, the minutes were unanimously approved.

**PRESIDENT'S REPORT**

**San Francisco Ballet Season:** President Bechtle congratulated the San Francisco Ballet on its recently concluded and very successful *Nutcracker* season in the Opera House. She reported that the Ballet will open its 2009 Repertory Season on January 21, with a special performance and opening night festivities. On behalf of the Board, President Bechtle extended best wishes to the Ballet for a successful Repertory Season.

**San Francisco Symphony – West Coast Tour:** President Bechtle reported that the San Francisco Symphony will perform a seven-city West Coast tour from January 20-29, including concerts in Seattle, Los Angeles, Santa Barbara, Costa Mesa, San Luis Obispo, Palm Desert and Chico. On behalf of the Board, President Bechtle extended best wishes to the Symphony for a successful tour.

**Committee Assignments for 2009:** President Bechtle reported that a list of Committee assignments for 2009 has been distributed to Trustees. She noted that the Special Committee on the Veterans Building Seismic and Improvements Upgrade Project will no longer be a special committee of the whole; rather it will be a Special Committee of five Trustees chaired by Trustee Horn. President Bechtle invited Trustees to contact her if they wish to serve on alternate or additional committees and noted that all Trustees are welcome and encouraged to attend all Committee meetings.

**MANAGING DIRECTOR'S REPORT**

**Rental Requests:** Ms. Murray reported that rental requests mailed to Trustees are routine and requested their approval. On motion of Trustee Myatt, seconded by Trustee Jarman, the following resolution was unanimously adopted:

RESOLUTION NO. 09-01

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

HERBST THEATRE

Louise Swig Judge Herbert Donaldson Memorial	January 30, 2009	\$750.00
Jesuit School of Theology at Berkeley Theology in the City	February 26, 2009	\$750.00
San Francisco Girls Chorus Baroque Splendor	March 6, 2009	\$750.00
School of the Arts Graduation	June 8, 2009	\$525.00
Instituto Familiar de la Raza Miss and Mr. Safe Latino 2009	June 17, 2009	\$750.00
Global Women Intact San Francisco International Comedy Festival	September 5, 2009	\$750.00

**Additional Rental Requests:** Ms. Murray requested approval of additional rental requests as submitted. On motion of Trustee Davis, seconded by Trustee Farrow, the following resolution was unanimously adopted:

RESOLUTION NO. 09-02

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

HERBST THEATRE

World Arts West People Like Me	March 23-25, 27, 2009	\$3,000.00
Shambhala Sun Foundation Pico Iyer & Paul Ekman	April 7, 2009	\$750.00
City Arts & Lectures Social Studies 2009	May 8, 18, 2009	\$1,500.00
SF State University Graduation Ceremony	May 22, 2009	\$525.00

### SECRETARY'S REPORT

**Revenue, Appropriations and Status of Building Projects Reports for December 2008:** Ms. Norris referred to the Revenue, Appropriations, and Status of Building Projects Reports for December 2008, and requested a resolution to approve housekeeping expenditures as submitted. On motion of Trustee Farrow, seconded by Trustee Tsakopoulos-Kounalakis, the following resolution was unanimously adopted:

#### RESOLUTION NO. 09-03

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM090186 through WM090220, are hereby approved.

### REGULAR ITEMS

**Request from American Legion War Memorial Commission to park American Legion Post #911 van in the War Memorial parking area twenty-four hours per day:** President Bechtle stated that Trustees have received a copy of the letter from Michael Gerold, Chair of the American Legion War Memorial Commission, requesting to park the American Legion Post #911 van in the War Memorial parking area behind the Memorial Court twenty-four hours per day. Ms. Murray stated that this request is brought before the Board due to policy and operational questions. She noted that it has been War Memorial policy not to allow overnight parking; the War Memorial is not currently permitted to accommodate overnight vehicle storage—which permit requires that a certain level of lighting be provided in the parking area, and the War Memorial previously denied a request from the San Francisco Opera request to park its artist van in this parking area on a full-time/overnight basis. Ms. Murray also noted that several complaints have been received that the van, where presently parked, makes it difficult for drivers to see pedestrians on the Franklin Street sidewalk when exiting the horseshoe driveway. She stated that should the Board desire to accommodate this request, staff's preliminary suggestion would be to modify three parking spaces behind the Veterans Building—where exterior lighting is already provided—to create one space that would accommodate the oversized van without creating any visual impediments for other drivers.

In discussion, Trustee Horn suggested that before considering any policy change or modification of the parking area, staff inquire whether it would be possible to get permitted parking for the van on McAllister Street, where permitted parking was previously provided for members of the Board of Supervisors when City Hall offices were temporarily located in the Veterans Building. Following further discussion, President Bechtle continued this matter for one month, and she asked staff to investigate the possibility of permit parking on McAllister Street and/or other options for accommodating the Post #911 van and report back to the Board at the February meeting.

### PUBLIC COMMENT

Mr. Paul Cox, a member of American Legion Post #315 and on the board of Swords to Plowshares, inquired about the request from Swords to Plowshares to occupy Room 212 of the Veterans Building. He said he was informed by War Memorial staff that the City Attorney has drafted, but has not yet issued, the opinion requested by the War Memorial Board of Trustees regarding this matter. He indicated that he would like a response as soon as possible as the group needs the space urgently and hopefully it will be a favorably decision. Mr. Cox requested action from the Board today that would authorize release of the City Attorney's report to the public as soon as it becomes available, so they can be prepared to discuss the matter when it comes before the Board.

Ms. Murray stated that the City Attorney expected to issue the opinion for the Board's January meeting but has advised that their review process is not complete and they now plan to issue the opinion for the Board's

February meeting. She noted that in accordance with the City Attorney's standard procedure, the opinion will be issued to the Trustees as a privileged and confidential communication; the Trustees may determine and take action to disclose the opinion and advice to the public. Ms. Murray said that such action could not be taken by the Trustees today as this matter is not identified on the agenda for today's meeting. Ms. Murray stated that she will follow-up with the City Attorney's Office to request that their opinion be issued to the Trustees as soon as possible prior to the February meeting of the Board.

**ADJOURNMENT**

There being no further business, President Bechtle adjourned the meeting at 2:45 p.m.

Jennifer E. Norris  
Executive Secretary