

## WAR MEMORIAL BOARD OF TRUSTEES

War Memorial Opera House  
301 Van Ness Avenue, Fourth Floor Board Room  
San Francisco, California 94102  
(Entry at Opera House North "Carriage" Door)

### OFFICIAL MEETING NOTICE

## WAR MEMORIAL BOARD OF TRUSTEES REGULAR MONTHLY MEETING

Thursday, September 11, 2008 at 2:00 p.m.

### AGENDA

#### Roll Call.

**Approval of Minutes:** Approval of the minutes of the regular monthly meeting of June 12, 2008. [Action](#)  
(Draft minutes of the regular monthly meeting of June 12, 2008.)

#### President's Report:

#### Managing Director's Report:

a. Rental Requests: Opera House; Davies Symphony Hall; Herbst Theatre. [Action](#)  
(Rental Requests for September 11, 2008; Additional Rental Requests for September 11, 2008.)

#### Secretary's Report:

a. Approval of Housekeeping Expenditures: June 30, 2008; July 31, 2008; August 31, 2008. [Action](#)  
(Revenue, Appropriations, Housekeeping Expenditures and Status of Building Projects Reports for June 30, 2008, July 31, 2008, and August 31, 2008.)

#### Committee Reports:

- a. Special Committee of the Whole / Veterans Building Seismic Upgrade and Improvements Project: Hearing and discussion on proposals and plans for future Veterans Building space programming and utilization.
1. Proposal from San Francisco Opera for the addition of an annex to the Veterans Building and the expansion of Herbst Theatre backstage and support spaces. [Discussion](#)
2. Report of Auerbach, Pollock, Friedlander: First concepts for comment on potential new performance space in the Veterans Building. [Discussion](#)

#### Regular Items:

- a. Request from Museum of Performance & Design to install a banner in the archway leading to the south elevator in the Veterans Building main lobby, to identify and direct the public to the Museum. [Action](#)  
(Letter with photo from David Humphrey, Director, Museum of Performance & Design, describing proposal to install a banner in the archway leading to the south elevator in the Veterans Building main lobby, to identify and direct the public to the Museum.)
- b. Amendment of agreement between the War Memorial and RA Center, LLC to extend the term of the parties' Food and Beverage Concession Agreement through January 19, 2009. [Action](#)  
(Summary page 1 of draft amendment to the Food and Beverage Concession Agreement between the War Memorial and RA Center, LLC.)
- c. Request from San Francisco Ballet to install a Ballet donor plaque in the Box Office Lobby of the War Memorial Opera House. [Refer to Committee](#)  
(Letter dated September 3, 2008, from Richard C. Barker, Chair, San Francisco Ballet, requesting permission to install a Ballet donor plaque in the Box Office Lobby of the War Memorial Opera House.)
- d. Renewal of agreement between the War Memorial and City Box Office for Herbst Theatre Box Office and Ticket Sales Services. [Refer to Committee](#)

**AGENDA****Regular Items (continued):**

- e. Renewal of agreement between the War Memorial Board of Trustees and the American Legion War Memorial Commission. Refer to Committee  
 (Letter dated August 20, 2008, from LeRue Grim, Chair, American Legion War Memorial Commission, regarding negotiations for renewal of the agreement between the War Memorial Board of Trustees and the American Legion War Memorial Commission; Letter dated August 26, 2008, from Elizabeth Murray, Managing Director, War Memorial and Performing Arts Center, to LeRue Grim, Chair, American Legion War Memorial Commission, requesting the Commission provide financial and budget information in advance of the Trustees' consideration of the proposed renewal of agreement.)
- f. Closed Session to consider Public Employee Appointment:  
 Executive Secretary to the Board of Trustees/Assistant Managing Director (Deputy Director II)
1. Public Comment on all matters pertaining to the Closed Session. Discussion
  2. Vote on whether to hold Closed Session to consider Public Employee Appointment [Government Code Section 54957(b)(1) and San Francisco Administrative Code Section 67.10(b)]. Action
  3. Closed Session pursuant to Government Code Section 54957(b)(1) and San Francisco Administrative Code Section 67.10(b): Public Employee Appointment. Discussion
    - i) Considering and appointing Executive Secretary to the War Memorial Board of Trustees/Assistant Managing Director. Possible Action
  4. Reconvene in Open Session:
    - i) Report on any Action(s) taken in Closed Session [Government Code Section 54957.1(a)(5) and San Francisco Administrative Code Section 67.12(b)(4)].
    - ii) Vote to elect whether to disclose any or all discussions held in Closed Session [San Francisco Administrative Code Section 67.12(a)]. Action

**Good and Welfare.****Miscellaneous Correspondence:**

- a. Letter dated June 14, 2008, from LeRue Grim, Chair, American Legion War Memorial Commission, regarding temporary relocation of veterans during the construction phase of the Veterans Building Seismic Upgrade and Improvements Project.
- b. Letter dated June 20, 2008, from the Office of the City Attorney to LeRue Grim, Chair, American Legion War Memorial Commission, regarding "Unauthorized Signature on State Liquor License Application."
- c. Letter dated July 9, 2008, from Wallace Levin, regarding the impact on veterans of the proposals discussed at the Trustees' June 25, 2008 meeting of the Special Committee of the Whole / Veterans Building Seismic Upgrade and Improvements Project, and regarding the request from the Museum of Performance & Design to install a banner in the Veterans Building main lobby.
- d. Letter dated July 31, 2008, from Judith Klain, Executive Director, Project Homeless Connect, thanking the War Memorial for its support and collaboration for the "Veterans Connect" event held on July 23, 2008 at the War Memorial Veterans Building.
- e. Letter dated August 22, 2008, from LeRue Grim, Chair, American Legion War Memorial Commission, regarding permitted activities in and uses of Veterans Building space by veterans groups.

**Public Comment:** Public comment on items within the jurisdiction of the Board of Trustees, but not on the agenda.

**Adjournment.**