

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

**Thursday, May 10, 2001**

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, May 10, 2001 in the Trustees' Board Room, War Memorial Opera House, Vice President Jarman presiding.

**ROLL CALL**

Present: Vice President Jarman, Trustee Bashford, Trustee Bechtle, Trustee Farrow, Trustee Roth, Trustee Shultz;

Absent: President Horn, Trustee Balianz, Trustee Haas, Trustee Leones, Trustee Moscone.

**APPROVAL OF MINUTES**

Vice President Jarman called for approval of the minutes of the April 12, 2001 regular meeting of the Board. On motion of Trustee Roth, seconded by Trustee Farrow, the minutes were unanimously approved.

**PRESIDENT'S REPORT**

**San Francisco Ballet – Conclusion of 2001 Repertory Season:** Vice President Jarman noted the San Francisco Ballet concluded its 2001 Repertory Season this past Saturday, May 5. He remarked that this year's Ballet season included seven stunning programs and was topped off by the Paris Opera Ballet performing two full-length ballets. Vice President Jarman extended congratulations to the Ballet for a superb season and best wishes for continued success during their upcoming European tour.

**MANAGING DIRECTOR'S REPORT**

**Rental Requests:** In Ms. Murray's absence, Mr. Ridenour reported that rental requests as mailed to Trustees include a request from the American Himalayan Foundation for use of the Opera House on Wednesday, May 16, 2001, to present a talk by His Holiness the Dali Lama. He stated that the program will be from 6:00 p.m. to 8:00 p.m., including a one-hour talk by the Dali Lama and musical performances by Maestro Michael Tilson Thomas and Joan Baez, followed by a hosted wine reception in the Opera House lobby. He noted that the American Himalayan Foundation has entered into an agreement with the San Francisco Opera for the Opera to produce this special event. Mr. Ridenour stated that remaining rental requests are routine and requested their approval. On motion of Trustee Shultz, seconded by Trustee Roth, the following resolution was unanimously adopted:

RESOLUTION NO. 01-18

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**

American Himalayan Foundation Talk by His Holiness the Dali Lama	May 16, 2001	\$1,500.00 vs. 10% \$3,500.00 maximum
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**HERBST THEATRE**

San Francisco Chamber Orchestra 50th Anniversary Gala	March 10, 2002	\$525.00
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French American School Student Concerto Competition, Winners' Concert	March 17, 2002	\$525.00
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Words on Dance Cynthia Gregory & Joanna Berman	March 18, 2002	\$525.00
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**Additional Rental Requests:** Mr. Ridenour requested approval of one additional rental request as submitted. On motion of Trustee Shultz, seconded by Trustee Bechtle, the following resolution was unanimously adopted:

RESOLUTION NO. 01-19

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

**HERBST THEATRE**

French American School Concert by Brody Smith & Paul Roberts	March 13, 2002	\$525.00
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**Davies Symphony Hall – Flood:** Mr. Ridenour reported on a serious flood which occurred in the basement of Davies Symphony Hall on Monday, April 16, when a new plumbing fitting on the fire sprinkler main failed. Mr. Ridenour stated that this new pipe fitting had been installed earlier that day by the Department of Public Works Plumbing Shop as part of a job they were performing for the War Memorial to install a code-required backflow preventor. The new fitting broke loose at approximately 5:30 p.m., resulting in a high-pressure deluge which very quickly flooded most of the Davies Symphony Hall basement and a portion of the basement of Zellerbach Rehearsal Hall. Mr. Ridenour stated that War Memorial engineers were able to stop the water flow within 15-20 minutes. He added that the Fire Department responded and assisted with initial water removal, and Managing Director Beth Murray called in a flood restoration contractor to provide immediate, emergency water extraction and restoration services. The Department of Public Works was immediately contacted and responded with plumbing personnel later that evening and

again the following day. Mr. Ridenour stated it was determined that the failure of the new pipe fitting was due to DPW's improper bracing of the main pipe, and that DPW has acknowledged and accepted responsibility for the flood occurrence and flood damages.

Mr. Ridenour reported that to date, damage costs incurred by the War Memorial and San Francisco Symphony total approximately \$150,000, including emergency restoration services, elevator services and repairs and carpet replacement. He said staff is in the process of estimating and coordinating necessary repairs to the floor in Zellerbach Rehearsal Hall Room "C", and assessing and correcting other minor damages. Mr. Ridenour stated it is likely that total damage costs will reach \$200-250,000, and that staff is working with DPW on processing payment of and/or reimbursement for flood damage costs. In response to inquiries by Trustees, Mr. Ridenour stated that fortunately, no Symphony musical instruments were damaged by the flood, and that with the exception of repairs to several carpets and the floor in Zellerbach Rehearsal Hall Room "C," all areas that were affected by the flood have been restored.

### **SECRETARY'S REPORT**

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

#### **RESOLUTION NO. 01-20**

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. POWM194 through POWM200 and Interdepartmental Work Order No. IBRD39 are hereby approved.

### **GOOD AND WELFARE**

**Sharon Walton – Resignation:** Mr. Ridenour informed Trustees that Sharon Walton, the War Memorial's Facilities Administrator for the past four years, is resigning at the end of this month to return to directing for the stage. He stated that before coming to the War Memorial, Sharon stage managed and directed various productions in the Bay Area, was an artistic administrator at Oakland Ensemble Theatre and the Lorraine Hansberry Theatre, and has been involved in a number of community organizations including the Shanti Project, California Arts Council and Theatre Bay Area.

Mr. Ridenour stated that Sharon joined the War Memorial in June 1997, and her first assignment was to coordinate the move-in of furniture, art and equipment to the Opera House following the seismic renovation project. He noted that Sharon also served as the War Memorial's staff liaison to our food and beverage concessionaire, and coordinated the move-in of Service America in 1997, as well as their unexpected move-out and departure one year later, and again coordinated the move-in of and transition to Restaurant Associates in 1998. Sharon has also been responsible for liaison with occupants of the third and fourth floor of the Veterans Building, rewriting emergency procedures for the Opera House and Veterans Building, developing and enforcing parking policies and procedures and working on various special events. On behalf of War Memorial staff, Mr. Ridenour extended thanks to Sharon Walton for her invaluable service to the War Memorial during the past four years.

The Trustees applauded and thanked Sharon Walton for her outstanding performance as War Memorial Facilities Administrator, and extended Sharon best wishes on her future endeavors.

**ADJOURNMENT**

There being no further business, Vice President Jarman adjourned the meeting at 2: 25 p.m.

Gregory P. Ridenour  
Executive Secretary