

MINUTES

WAR MEMORIAL BOARD OF TRUSTEES

REGULAR MONTHLY MEETING

Thursday, September 13, 2001

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, September 13, 2001, in the Trustees' Board Room, War Memorial Opera House, President Horn presiding.

ROLL CALL

Present: President Horn, Trustee Bashford, Trustee Bechtle, Trustee Haas, Trustee Moscone, Trustee Roth, Trustee Shultz;

Absent: Vice President Jarman, Trustee Balianz, Trustee Farrow, Trustee Leones.

APPROVAL OF MINUTES

President Horn called for approval of the minutes of the August 9, 2001 regular meeting of the Board. On motion of Trustee Haas, seconded by Trustee Shultz, the minutes were unanimously approved.

PRESIDENT'S REPORT

Temporary Closure of Performing Arts Center on September 11: President Horn reported that in response to the terrible events on the morning of Tuesday, September 11, and at the direction of Mayor Brown, the War Memorial and Performing Arts Center facilities closed at approximately 9:00 a.m. on September 11, and remained closed except for essential personnel until Wednesday morning. He stated that the San Francisco Symphony cancelled its Tuesday orchestra rehearsals, and the San Francisco Opera cancelled its Tuesday evening performance rescheduling that performance for this coming Sunday evening. President Horn noted that the Performing Arts Center re-opened Wednesday morning, and the Opera and Symphony resumed scheduled performances last evening.

Symphony and Opera Openings: President Horn stated that while it is hard to think beyond the horrible events of this week, he acknowledged and extended congratulations to the San Francisco Symphony and San Francisco Opera on the openings of their 2001-02 seasons last week. He noted that both opening night galas were tremendously successful, and extended the Board's best wishes to the Symphony and Opera for continued success of their forthcoming seasons.

Japanese Peace Treaty Ceremony: President Horn also noted the ceremony commemorating the 50th anniversary of the signing of the San Francisco Peace Treaty, which took place in the Opera House on the afternoon of Saturday, September 8. He stated that a number of dignitaries participated in the ceremony including Secretary of State Colin Powell, Japanese Foreign Minister Makiko Tanaka and former Secretary of State George Shultz. President Horn noted that while the event drew hundreds of protesters who gathered outside of the Opera House before and during the ceremony, security was well planned and organized allowing the event to take place without incident.

President Horn acknowledged and commended the War Memorial staff, as well as the staffs of the Opera and Symphony, for their hard work in organizing, coordinating and executing the numerous and complicated special events scheduled last week, and for their prompt and cooperative implementation of the temporary closure of the Performing Arts Center earlier this week.

MANAGING DIRECTOR'S REPORT

War Memorial Staff Performance: Ms. Murray commented that as the Director of an exceptionally efficient staff, she wished to inform Trustees of the exceedingly effective City workforce at the War Memorial Department. In particular, she commended Jennifer Norris, who coordinated last week's opening galas as well as the Japanese Peace Treaty Ceremony, all of which were difficult and complex events. She also praised the custodial, maintenance and security staffs who worked around the clock to keep pace with, and insure the success of, these numerous special events and activities.

Rental Requests: Ms. Murray reported that rental requests as mailed to Trustees include a request from Forever Living Products International to use Davies Symphony Hall for eight days in August 2002, for a product presentation event, business meeting and awards ceremony. She stated that remaining rental requests are routine and requested their approval. On motion of Trustee Moscone, seconded by Trustee Roth, the following resolution was unanimously adopted:

RESOLUTION NO. 01-34

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

Forever Living Products, International Product Presentation	August 4 - 11, 2002	\$16,000.00
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HERBST THEATRE

Ian Brennan Ghazal	September 28, 2001	\$750.00
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SF Performing Arts Library & Museum Evening with Wesla Whitfield	April 15, 2002	\$525.00
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California Music Center 17th Annual Irving M. Klein String Competition	June 16, 2002	\$525.00
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Additional Rental Requests: Ms. Murray requested approval of one additional rental request as submitted. On motion of Trustee Roth, seconded by Trustee Shultz, the following resolution was unanimously adopted:

RESOLUTION NO. 01-35

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

HERBST THEATRE

STLport Consulting Aquarium in Concert	January 25, 2002	\$750.00
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SECRETARY'S REPORT

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

RESOLUTION NO. 01-36

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. POWM031 through POWM056 and Interdepartmental Work Order Nos. WM001 through WM014 are hereby approved.

COMMITTEE REPORTS

Budget and Finance Committee

Renewal of Agreement with American Legion War Memorial Commission: Trustee Roth, Chair of the Budget and Finance Committee, reported that the Committee met just prior to this meeting to consider and adopt recommendations on the renewal of financial terms of the current two-year agreement between the Board of Trustees and the American Legion War Memorial Commission. She stated that the Committee heard from staff regarding the background of this agreement, and reviewed materials concerning the financial issues of the agreement, including summaries of the Commission's income and expenses for the last eight years. Staff reported to the Committee that the Commission's current level of annual income is sufficient to fund its annual operating expenditures, including annual cost of living increases and annual capital funds or annual surpluses of \$4-6,000, for at least the next two years. Chair Roth noted that the Committee was also advised that at its meeting of August 21, 2001, the American Legion War Memorial Commission adopted a motion to approve the two-year renewal of the agreement if the annual amount to be paid to the Commission is the same as the current renewal agreement.

Chair Roth reported that following discussion, the Committee voted unanimously to recommend to the full Board that it renew its agreement with the War Memorial Commission for a two-year period, from September 22, 2001 to September 22, 2003, under the same terms and conditions as the current two-year agreement. Chair Roth moved that the report and recommendation of the Budget and Finance Committee be adopted. Following discussion, and on motion of Trustee Bechtle, seconded by Trustee Moscone, the following resolution was unanimously adopted:

RESOLUTION NO. 01-37

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 renewal

of the agreement between the War Memorial Board of Trustees and the American Legion War Memorial Commission for a two-year period from September 22, 2001 to September 22, 2003, under the same terms and conditions as the current two-year agreement.

REGULAR ITEMS

Patina Catering - Menu and Pricing Proposal: President Horn stated that Trustees have received a copy of the letter from Doug Rausenberger, General Manager of Patina Catering, concerning a proposal to be submitted regarding Patina's food and beverage concession menu offerings and pricing structure. He referred this letter and Patina's forthcoming proposal to the Board's Presentors Liaison Committee for consideration and recommendation to the full Board.

Art With Elders - Request for Veterans Building Lobby Display: President Horn stated that Trustees have received a copy of the letter from Robin Myers, Program Consultant for Art With Elders, requesting permission to install their "Art With Elders" exhibit in the Veterans Building main lobby from November 5 - 26, 2001. Ms. Murray noted that Art With Elders, a program of the San Francisco Bay Area Ministry to Nursing Homes, has had its annual exhibit in the Veterans Building lobby for the past three years, and that staff recommends approval of this request. Following discussion, and on motion of Trustee Shultz, seconded by Trustee Moscone, the following resolution was unanimously adopted:

RESOLUTION NO. 01-38

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby approves the request of Art With Elders to install their annual exhibit in the Veterans Building main lobby from November 5 - 26, 2001.

GOOD AND WELFARE

Commendation to War Memorial and Opera Staff: Trustee Shultz echoed Ms. Murray's praise of War Memorial staff for their exemplary services in organizing the Japanese Peace Treaty Ceremony which involved coordination with numerous government bureaus and agencies. She also remarked that the Opera should be commended in their accommodation and technical production of this important and historic event, and asked that a letter be sent to the Opera extending appreciation for their graciously accommodating this event during their very tight fall season schedule.

ADJOURNMENT

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

Gregory P. Ridenour
Executive Secretary