

**MINUTES**

**WAR MEMORIAL BOARD OF TRUSTEES**

**REGULAR MONTHLY MEETING**

**Thursday, October 11, 2001**

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, October 11, 2001, in the Trustees' Board Room, War Memorial Opera House, President Horn presiding.

**ROLL CALL**

Present: President Horn, Vice President Jarman, Trustee Bashford, Trustee Bechtle, Trustee Farrow, Trustee Haas, Trustee Leones, Trustee Moscone, Trustee Shultz;

Absent: Trustee Balianz, Trustee Roth.

**APPROVAL OF MINUTES**

President Horn called for approval of the minutes of the September 13, 2001 regular meeting of the Board. On motion of Trustee Moscone, seconded by Trustee Farrow, the minutes were unanimously approved.

**MANAGING DIRECTOR'S REPORT**

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

**RESOLUTION NO. 01-39**

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**

City College Graduation Ceremony	May 24, 2001	\$2,000.00
-------------------------------------	--------------	------------

**HERBST THEATRE**

Humanities West Chorus Rehearsal (half day)	October 6, 2001	\$375.00
--	-----------------	----------

School of the Arts Graduation Ceremony	June 7, 2002	\$400.00
---	--------------	----------

Chamber Theatre Productions "Encore" a presentation of short stories for high school students	November 6 & 7, 2001	\$800.00
San Francisco Performances Naumberg Winner Recital	February 6, 2002	\$525.00
Four Seasons Concerts Classical Recital	November 2, 2002	\$525.00
Yosemite National Institute Dr. Jane Goodall	May 10, 2002	\$525.00
San Francisco Scottish Fiddlers Concert with Alasdair Fraser	April 14, 2002	\$525.00

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

RESOLUTION NO. 01-40

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

**HERBST THEATRE**

STLport Consulting, Inc. DDT (Russian rock band) Concert	December 21, 2001	\$750.00
City Arts & Lectures On Art and Politics 2002	January 3, 9, & 31 2002 February 20, 2002 April 17 & 23, 2002 May 6, 20, & 21, 2002	\$4,725.00

**Performance Postponements/Cancellations:** Ms. Murray reported that as a result of the events of September 11, a number of performances were postponed or cancelled. She stated that postponed events included one Opera performance, five Herbst Theatre performances and two Green Room events, for which licensees' rental fees have been transferred to the rescheduled performance dates. Ms. Murray noted there were three Herbst Theatre performance cancellations and four Green Room event cancellations, for which licensees' rental fees have been refunded less the War Memorial's standard administrative fee.

President Horn asked Ms. Murray to report on how the War Memorial is addressing security issues and concerns in the complex. Ms. Murray reported that the emergency and safety committees for each building have been meeting on a regular basis to review and revise as needed security procedures and emergency and evacuation plans. She noted that evacuation drills have been scheduled for Davies Symphony Hall and will as well be scheduled for the Opera House and Veterans Building. Ms. Murray stated that additional

security was provided for several recent activities, and that all staff, particularly security and ushering personnel, are on heightened security alert. She added that War Memorial and building occupants will continue to meet on a regular basis to assess security issues and concerns and identify appropriate responses.

### **SECRETARY'S REPORT**

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

#### **RESOLUTION NO. 01-41**

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. POWM059 through POWM100 are hereby approved.

### **COMMITTEE REPORTS**

#### **Presentors Liaison Committee:**

**Patina Catering - Menu and Pricing Proposal:** Vice President Jarman, Chair of the Presentors Liaison Committee, stated that the Committee met earlier today to consider a proposal from Patina Catering to modify and add menu offerings and pricing for food and beverage concession operations in the War Memorial facilities. He stated that Trustees have received a copy of the letter from Doug Rausenberger, General Manager of Patina Catering at the Performing Arts Center, outlining their proposal. Vice President Jarman noted that Patina proposes to maintain the current price structure of current food and beverage offerings with one exception, an increase in the price of the Opera House buffet during Opera season from \$28.95 to \$29.95. Additionally, Patina proposes to provide new offerings including a combination buffet and dessert dinner at \$36.00; "select" wine by the glass at \$12-15.00; and cappuccino/expresso at \$4-6.00. Vice President Jarman reported that following discussion, the Committee voted unanimously to recommend approval of Patina Catering's proposal. In discussion, Mr. Rausenberger responded to questions concerning the proposed "select" wine offering and Opera House buffet patronage. Following discussion, and on motion of Vice President Jarman, seconded by Trustee Shultz, the following resolution was unanimously adopted:

#### **RESOLUTION NO. 01-42**

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby adopts the report and recommendation of its Presentors Liaison Committee and approves the proposal from Patina Catering to modify and add menu offerings and pricing for food and beverage concessions in the War Memorial facilities.

### **ADJOURNMENT**

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

Gregory P. Ridenour  
Executive Secretary