

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

**Thursday, December 12, 2002**

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, December 12, 2002, in the Trustees' Board Room, War Memorial Opera House, President Horn presiding.

**ROLL CALL**

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

**APPROVAL OF MINUTES**

President Horn called for approval of the minutes of the November 14, 2002 regular meeting of the Board. On motion of Trustee Shultz, seconded by Trustee Haas, the minutes were unanimously approved.

**PRESIDENT'S REPORT**

**Conclusion of Opera Fall Season:** President Horn reported that the San Francisco Opera concluded its 2002 Fall Season on December 8, and will return to the Opera House in January to present nine additional performances. On behalf of the Board of Trustees, President Horn extended congratulations to the Opera for a tremendously successful and enjoyable season.

**Opening of Ballet *Nutcracker* Season:** President Horn reported that the San Francisco Ballet opened its 2002 *Nutcracker* Season on December 10, and will present 35 performances through December 29. On behalf of the Board of Trustees, President Horn extended best wishes to the Ballet for a successful *Nutcracker* season.

**War Memorial Budget for Fiscal Year 2003-04:** President Horn reported that City department budget requests for the next fiscal year must be submitted to the Controller's Office by February 21, 2003. To meet this deadline, the Board of Trustees will have to consider and approve the War Memorial's Budget request at the February meeting. President Horn referred this matter to the Board's Budget and Finance Committee and requested that the Committee meet during the next two months and provide recommendations to the full Board at the February meeting.

**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 Moscone, seconded by Trustee Farrow, the following resolution was unanimously adopted:

**RESOLUTION NO. 02-41**

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

**HERBST THEATRE**

Lamplighters Music Theatre Annual Gala Performance	November 8 & 9, 2003	\$1,150.00
California Academy of Sciences Conversations at the Herbst	January 14, 2003 February 12, 2003 March 19, 2003 April 22, 2003 May 14 & 22, 2003	\$3,450.00
UOP School of Dentistry White Coat Ceremony	July 16, 2003	\$575.00

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

**RESOLUTION NO. 02-42**

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

**HERBST THEATRE**

Kung Pao Kosher Comedy Women's Comedy Show	May 17, 2003	\$1,000.00
San Francisco Ballet Association Non-profit Board Effectiveness Workshop	February 4, 2003	\$450.00
San Francisco Performances Gloria Schmidt performs a gift concert for donors	April 10, 2003	\$575.00
Pacific Union Realty Group Private Meeting	January 31, 2003	\$1,000.00

### SECRETARY'S REPORT

**Revenue, Appropriations and Building Projects Reports for November 2002:** Mr. Ridenour referred to the revenue, appropriations, and status of building projects reports for November 2002, and requested a resolution to approve November 2002 housekeeping expenditures as submitted. On motion of Trustee Shultz, seconded by Trustee Haas, the following resolution was unanimously adopted:

#### RESOLUTION NO. 02-43

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM030177 through WM030214, and Interdepartmental Work Order No. IBR09F, are hereby approved.

### COMMITTEE REPORTS

**Building Committee:** Trustee Bechtle reported that the Building Committee met immediately prior to the full Board meeting to consider the request of the San Francisco Opera to remodel the Opera Box Office area in the Opera House. She stated that the proposed modifications include removing two internal dividing walls, relocating electrical and telephone outlets, patching, painting and recarpeting. Trustee Bechtle reported that following discussion, the Committee voted unanimously to recommend approval of the Opera's request, subject to the Opera's plans conforming with ADA regulations. Trustee Bechtle moved that the report and recommendation of the Building Committee be adopted. The motion was seconded by Trustee Shultz, and the following resolution was unanimously adopted:

#### RESOLUTION NO. 02-44

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby adopts the report and recommendation of its Building Committee, and approves the request of the San Francisco Opera to remodel its Opera Box Office area in the War Memorial Opera House, subject to the Opera's plans conforming with ADA regulations.

### REGULAR ITEMS

**Resolution authorizing independent study on Veterans Building:** In continuance of the discussion at the last Board meeting, President Horn stated that since the Veterans Building Seismic Safety Bond measure did not receive the necessary 2/3 majority vote to pass on November 5, the War Memorial Board of Trustees must review and re-evaluate plans for the short and long term future of the Veterans Building.

President Horn stated that the Trustees' long-term objective remains the same, that is to secure the necessary funding to seismically upgrade and implement other renovations to the Veterans Building. He said that the Board has the benefit of the great amount of work that was done to prepare the Veterans Building Bond proposal for the November 2002 election. President Horn stated that in order to determine when and how best to go forward with a subsequent bond proposal, the Trustees will most certainly need to study the recent election results; investigate opportunities for increasing community participation and private sector funding; address the various interests, needs and concerns of the War Memorial Trust

beneficiaries, the veterans and Museum of Modern Art; and work with appropriate City agencies on developing a “stand alone” or multiple-facility bond proposal.

Commenting on short-term plans, President Horn stated that since the complete and permanent seismic retrofit and repair of the Veterans Building will be delayed for an indeterminate period of time, it is incumbent on the Trustees to more thoroughly and comprehensively evaluate the seismic and other deficiencies of the building and to assess the associated levels to which deficiencies pose life safety hazards to occupants. He noted that Trustees and the public were made well aware of Veterans Building seismic deficiencies and safety concerns during the recent bond measure campaign, and if the Veterans Building is to continue to be utilized for an indeterminate number of years before undergoing seismic retrofit, the Trustees must identify and implement any and all prudent near-term hazard mitigation measures for the safe short-term operation of the building.

President Horn proposed that the War Memorial authorize and commission a study, to be performed by an independent qualified expert, to thoroughly and comprehensively evaluate and assess Veterans Building safety issues. Following discussion, and on motion of Trustee Bechtle, seconded by Trustee Moscone, the following resolution was unanimously adopted:

RESOLUTION NO. 02-45

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby authorizes and directs the City’s Department of Public Works to commission, on behalf of the War Memorial and Performing Arts Center, an independent study of the Veterans Building to thoroughly and comprehensively re-evaluate and assess the structural system with regard to seismic performance; evaluate non-structural, life safety and other building systems and assess the levels of risk to life-safety associated with system deficiencies; and provide recommendations as to any and all prudent near-term hazard mitigation measures.

**Election of Officers for 2003:** President Horn opened the floor to nominations for the office of President of the War Memorial Board of Trustees for 2003. Trustee Moscone nominated Vice President Claude M. Jarman, Jr. for the office of President of the Board of Trustees for 2003, noting that Trustee Jarman has a long and distinguished record of service to the War Memorial and is well qualified to lead the Board during the next year. The motion was seconded by Trustee Haas, and unanimously adopted as follows:

RESOLUTION NO. 02-46

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that nominations for the office of President of the Board of Trustees for 2003 are hereby closed; and further,

RESOLVED, That this Board unanimously elects Claude M. Jarman, Jr. as its President for 2003.

President Horn opened the floor to nominations for the office of Vice President of the War Memorial Board of Trustees for 2003. Trustee Shultz nominated Trustee Wilkes Bashford for the office of Vice President of the Board of Trustees for 2003. Trustee Shultz stated that Trustee Bashford’s outstanding business ability together with his passion for San Francisco have and will continue to be of great benefit

to the Board of Trustees. The motion was seconded by Trustee Farrow, and unanimously adopted as follows:

RESOLUTION NO. 02-47

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that nominations for the office of Vice President of the Board of Trustees for 2003 are hereby closed; and further,

RESOLVED, That this Board unanimously elects Wilkes Bashford as its Vice President for 2003.

President Horn stated that it has been his great pleasure to serve as President of the Board of Trustees for the past two years, particularly having the opportunity to lead the Board on an issue of such great significance as the future of the Veterans Building. A motion was put forward by Trustee Shultz and seconded by Trustee Bechtle to commend Trustee Horn on his outstanding term as President, and was unanimously adopted as follows:

RESOLUTION NO. 02-48

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby commends Thomas E. Horn for his outstanding service as President of the Board of Trustees during 2001 and 2002, and extends tremendous appreciation and admiration for his extraordinary effort, energy and dedication in leading and guiding the Board through the Veterans Building Bond Program process.

President-Elect Jarman thanked the Trustees for giving him the opportunity to serve as President of the Board of Trustees, and stated that he enthusiastically looks forward to working with Vice President Bashford, Trustees and staff during the coming year on current and upcoming challenges.

ADJOURNMENT

There being no further business, President-Elect Jarman adjourned the meeting at 2:40 p.m.

Gregory P. Ridenour  
Executive Secretary