

MINUTES

WAR MEMORIAL BOARD OF TRUSTEES

REGULAR MONTHLY MEETING

Thursday, September 8, 2005

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, September 8, 2005, in the Trustees' Board Room, War Memorial Opera House, President Bashford presiding.

ROLL CALL

Present: President Bashford, Vice President Horn, Trustee Bechtle, Trustee Farrow, Trustee Jarman, Trustee Moscone, Trustee Pelosi, Trustee Reynolds, Trustee Tsakopoulos-Kounalakis and Trustee Shultz;

Absent: Trustee Haas.

Staff Present: Elizabeth Murray, Managing Director
Gregory P. Ridenour, Executive Secretary

APPROVAL OF MINUTES

President Bashford called for approval of the minutes of the July 14, 2005 regular meeting of the Board. On motion of Trustee Farrow, seconded by Trustee Reynolds, the minutes were unanimously approved.

PRESIDENT'S REPORT

Symphony and Opera Openings: President Bashford reported that the San Francisco Symphony and the San Francisco Opera will open their 2005-2006 performance seasons during the first week in September; the Symphony opening gala on Wednesday, September 7, and Opera opening night on Saturday, September 10, 2005. On behalf of the Trustees, President Bashford extended best wishes to the Symphony and Opera for their upcoming seasons.

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 Shultz, the following resolution was unanimously adopted:

RESOLUTION NO. 05-27

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

Patina Catering	May 13, 2006	\$1,100.00 plus catering %
Wedding Reception in lobby		

HERBST THEATRE

The Korea Times San Francisco 80's Songbook Concert	September 11, 2005	\$1,050.00
Kung Pao Kosher Comedy Funny Girlz	May 20, 2006	\$1,050.00
World Arts West Rehearsal and presentation of eight shows of "People Like Me" for student audiences	March 6 – 10, 2006	\$4,400.00
Youth of Asian Theatre "Unspoken"	August 12, 2005	\$600.00
San Francisco Chamber Orchestra 2005-2006 Season	December 30, 2005 February 17, 2006 March 17, 2006	\$1,800.00
Bay Area Scores Poetry Slam	December 2, 2005	\$600.00
The Long Now Foundation The Seminars About Long Term Thinking: Kurzweil's Law	September 23, 2005	\$600.00
Asian Art Museum Kyoto Symposium	January 8, 2006	\$600.00
Brian Martin Productions Paula Poundstone	November 12, 2005	\$1,050.00

Henry Moore Sculpture Repair: Ms. Murray reported that in late May 2005, a temporary protective box was placed around the Henry Moore sculpture in front of Davies Symphony Hall, after one of the sculpture's pieces became loose and unstable due to children climbing on the sculpture. The War Memorial, working in conjunction with the City's Art Commission, arranged for a crane to lift the sculpture and bronze base off the cement plinth to repair and strengthen the sculpture's attachments. She stated that the sculpture was then cleaned and the temporary box removed in time for the opening of the Symphony's 25th anniversary season in Davies Symphony Hall. Ms. Murray noted that the War Memorial is continuing discussions with the Art Commission on the sculpture's on-going conservation and maintenance.

Opera House – Lower Lounge Floor: Ms. Murray reported that in response to a sudden and serious water intrusion problem in a portion of the Opera House lower lounge following the Opera's 2005 summer season, War Memorial staff, in conjunction with the City's Bureau of Architecture, implemented emergency temporary repairs to portions of the lower lounge floor and wall surfaces during the summer months. She stated that in order to investigate the source and extent of water intrusion, it was necessary to remove the affected wood flooring in the lower lounge bar area. While a water leak under the floor was identified and repaired, it was not conclusive as to whether this leak was the sole or a contributing source of the water intrusion. Ms. Murray stated that it was therefore decided to proceed with temporary repairs including extracting water and drying the under-floor areas, installing plywood and carpet in the floor area that was removed, and repairing plaster wall surfaces. She noted that access panels in the temporary flooring will allow staff to monitor any water intrusion during the next year; and it is planned to remove the temporary carpet and re-install permanent wood flooring next summer.

New Recycling Containers: Ms. Murray reported that, through a State grant administered through the City's Department of the Environment, the War Memorial has received 184 new recycling and trash receptacles with a total grant value of \$44,000. She stated that the new receptacles have been placed in groups of three – labeled "bottles/cans," "mixed paper" and "trash only" – throughout the Opera House, Davies Symphony Hall and the Veterans Building. She noted that the new containers will improve and increase the War Memorial's ability to recycle the large volumes of paper, bottles and plastic generated from building activities, and are expected to result in reduced scavenger service needs and costs. Ms. Murray thanked the City's Department of Environment for their assistance in obtaining this grant, and she noted the excellent work of War Memorial staff, especially Facilities Administrator Colleen Burke-Hill, in implementing this new program.

Arts Task Force: Ms. Murray reported on the War Memorial's participation in the City's Arts Task Force, which was created by the Board of Supervisors and the Mayor in April 2005, and charged with discussing and making recommendations to the Board of Supervisors and Mayor on whether and/or how to update or restructure the various elements of the City's agencies, programs and policies concerning the arts in San Francisco. She stated that the Arts Task Force consists of 21 voting members; 16 appointed by the Board of Supervisors and 5 appointed by Mayor. Ms. Murray said the Arts Task Force also has 14 non-voting members who represent various City agencies, and that she is a designated non-voting member representing the War Memorial department.

Ms. Murray reported that the Arts Task Force has been meeting since April and is scheduled to submit a final report to the Board of Supervisors with recommendations and suggested methods of implementation by November 1, 2005. She stated that to date, the Task Force's discussion has centered on ways the City can assist arts organizations and individual artists through funding, in-kind services, policies and procedures. She said there has been a significant focus on the City's funding of the arts, in particular, the reduction in City arts funding during the last several years. She added that the Task Force has had brief discussion on City arts facilities, and that there has been at least brief reference to the Veterans Building, its need for seismic and modernization work, and its potential for future arts programming. Ms. Murray stated that she will continue to report to the Trustees on the work of the Arts Task Force.

SECRETARY'S REPORT

Revenue, Appropriations and Status of Building Projects Reports for July 2005: Mr. Ridenour referred to the Revenue, Appropriations, and Status of Building Projects Reports for July 2005, and requested a resolution to approve housekeeping expenditures as submitted. On motion of Trustee Shultz, seconded by Trustee Moscone, the following resolution was unanimously adopted:

RESOLUTION NO. 05-28

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM06000001 through WM0600069, Interdepartmental Work Order No. 06JCM825, and Revenue Transfer No. AT05000967 are hereby approved.

Revenue, Appropriations and Status of Building Projects Reports for August 2005: Mr. Ridenour referred to the Revenue, Appropriations, and Status of Building Projects Reports for August 2005, and requested a resolution to approve housekeeping expenditures as submitted. On motion of Trustee Farrow, seconded by Vice President Horn, the following resolution was unanimously adopted:

RESOLUTION NO. 05-29

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM06000071 through WM06000126 are hereby approved.

REGULAR ITEMS

Opera House Photo Display: Ms. Murray reported that Trustees have received a copy of the letter from the San Francisco Opera requesting permission to install a photo display of Opera orchestra and chorus members in the Opera House main lobby during the Opera's 2005-06 Season. The proposed display consists of two display units, each consisting of 3 panels measuring approximately 3' wide by 6' high; the six sides of each display unit will have 8" x 10" photographs of members of the Opera orchestra and chorus. Following discussion, and on motion of Trustee Farrow, seconded by Trustee Reynolds, the following resolution was unanimously adopted:

RESOLUTION NO. 05-30

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby approves the request of the San Francisco Opera to install a photo display of Opera orchestra and chorus members in the Opera House main lobby during the Opera's 2005-06 Season.

Proposed renewal of Agreement between War Memorial Board of Trustees and American Legion War Memorial Commission: Ms. Murray reported that Trustees have received a copy of the letter from Joe Aquino, Chair of the American Legion War Memorial Commission, advising that the Commission, at its meeting on June 21, 2005, voted to accept the "Terms" section of the renewal agreement between the Trustees and the Commission as approved by the Trustees on April 8, 2004, with the stipulation that one change be made in the "Recitals" section of the proposed renewal agreement.

Ms. Murray stated that the last – and most recent – two-year renewal agreement between the Trustees and the Commission expired on October 22, 2003. After extensive consideration, on April 8, 2004, the Trustees approved the renewal of the agreement for a 21-month period from April 1, 2004 to December 31, 2005, under the same terms and conditions as the previous renewal agreement, and providing for the payment of monthly sums by the Trustees to the Commission at the same level as the monthly payments provided under the previous renewal. By letter of June 17, 2004, the War Memorial Commission notified the Trustees that the Commission had voted to reject the renewal agreement approved by the Trustees.

Ms. Murray stated that the Board of Trustees' consideration of this matter concluded in June 2004, when the Commission rejected the proposed renewal agreement. She noted that sixteen months have elapsed since the Trustees approved the renewal agreement, which agreement was to extend through December 2005 – only four months from now. Ms. Murray stated that at the recommendation of the Office of the City Attorney, this letter is being introduced as a new regular business item for the President's referral to committee.

President Bashford referred the renewal of the agreement between the Trustees and the American Legion War Memorial Commission to the Budget & Finance and Veterans Committees of the Board as a new item for consideration. President Bashford asked Vice President Horn, chair of the Budget & Finance Committee, to chair the joint sessions of these committees, and requested the committees to report back to the full Board with recommendations.

Civic Center Stakeholders Conference: Ms. Murray reported that Trustees have received a copy of a letter from Mayor Gavin Newsom thanking the War Memorial for attending the Civic Center Stakeholders Conference in June 2005, and transmitting a copy of the memo to Mayor Newsom from James Haas regarding the Conference proceedings. She stated that Mr. Haas' memo summarizes a number of conference conclusions and recommendations concerning security, emergency preparedness, homelessness, maintenance and improvement needs, parking and traffic, and rehabilitation and reuse of Civic Center buildings. Ms. Murray noted that the memo refers to the Veterans Building as urgently in need of seismic work and building modernization and recommends that the City prepare a seismic bond issue for the upgrade of City buildings – including the Veterans Building – for next year's ballot.

Ms. Murray noted that the Civic Center Stakeholders Conference was co-chaired War Memorial Trustee Nancy Bechtle and Mrs. Judy Wilbur, and it is hoped there will be additional meetings of stakeholders to focus on and address Civic Center's various needs. Ms. Murray stated this correspondence is provided to Trustees for

informational purposes, and said she will keep the Board informed of future meetings and planning of Civic Center stakeholders.

Ms. Murray stated that a meeting of the Board of Trustees' Building Committee meeting has been scheduled for Tuesday, September 27, 2005 at 2:00 p.m., and will include a hearing, discussion and possible recommendation on the Veterans Building Life Safety Study and Veterans Building capital project planning. She noted that she has requested Ben Rosenfield, Assistant City Administrator, and Gary Hoy, of the Department of Public Work's Capital Asset Program, to appear before the Building Committee to discuss and answer questions about plans and proposals for implementing Veterans Building seismic and life-safety improvements.

Davies Symphony Hall – Security Gate: Ms. Murray reported that War Memorial staff, in conjunction with the San Francisco Symphony and the City's Bureau of Architecture, have developed a preliminary design proposal for a security gate to be installed at the base of the stairs leading to the Van Ness Avenue/Hayes Street Terrace of Davies Symphony Hall. President Bashford referred this matter to the Building Committee for review, consideration and recommendation.

PUBLIC COMMENT

Patrick Markle, Production Director of the San Francisco Opera, thanked the Trustees for allowing the Opera to honor its orchestra and chorus members with the photo display in the Opera House main lobby. He also thanked the War Memorial staff for the prompt and appropriate work done in the Opera House lower lounge to repair the water intrusion damage.

Andrew Dukowski, Facilities Manager of the San Francisco Symphony, expressed the Symphony's appreciation to the Trustees, Ms. Murray and the War Memorial staff for their support and assistance in implementing enhancements to Davies Symphony Hall lobby areas in celebration of the 25th anniversary of the opening of Davies Symphony Hall, which enhancements have been greatly received by Symphony patrons.

Rudy Asercion, representing American Legion Bataan Post #600, expressed concern regarding the seismic and life safety upgrade needs of the Veterans Building, and requested the Board act with urgency in this matter.

ADJOURNMENT

There being no further business, President Bashford adjourned the meeting at 3:00pm.

Gregory P. Ridenour
Executive Secretary