

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR MONTHLY MEETING

Thursday, November 10, 2005

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, November 10, 2005, in the War Memorial Veterans Building, Room 110B, President Bashford presiding.

ROLL CALL

Present: President Bashford, Vice President Horn, Trustee Jarman, Trustee Moscone, Trustee Pelosi, Trustee Reynolds, Trustee Shultz;

Absent: Trustee Bechtle, Trustee Farrow, Trustee Haas, Trustee Tsakopoulos-Kounalakis;

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

APPROVAL OF MINUTES

President Bashford called for approval of the minutes of the October 13, 2005 regular meeting of the Board. On motion of Trustee Shultz, seconded by Trustee Reynolds, 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 Moscone, seconded by Trustee Pelosi, the following resolution was unanimously adopted:

RESOLUTION NO. 05-37

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

Bill Graham Presents Il Divo	February 26, 2006	\$2,000.00 vs. 10% \$5,500.00 maximum
Stratta/Phillips Productions, Inc. Al Jarreau	February 16, 2006	\$2,000.00 vs. 10% \$5,500.00 maximum

HERBST THEATRE

City Arts and Lectures Robert Thurman	June 7, 2006	\$600.00
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California Academy of Sciences Conversations 2006	February 13, 2006 March 22, 29, 2006 April 26, 2006 June 14, 2006	\$3,000.00
Okabe International, Inc. Harmonic Concert – “Zuiho Taiko and Iwami Kagura”	November 30, 2005	\$1,050.00
Foster Entertainment, Inc. Two performances by Kiki & Herb	December 31, 2005	\$2,100.00
School of the Arts Graduation Ceremony	June 13, 2006	\$475.00
Instituto Familiar de la Raza, Inc. Miss & Mr. Gay Safe Latino 2006	June 22, 2006	\$600.00
School Specialty Educators Symposium Celebrating the Art & Science of Teaching	August 1 – 3, 2006	\$3,150.00

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

RESOLUTION NO. 05-38

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

HERBST THEATRE

Siddhartha’s Intent Western Door Public talk by a Tibetan Buddhist teacher	August 11, 2006	\$600.00
Rrazz Productions, Inc. Bea Arthur	January 6 & 7, 2006	\$2,010.00

SECRETARY’S REPORT

Revenue, Appropriations and Status of Building Projects Reports for October 2005: Mr. Ridenour referred to the Revenue, Appropriations, and Status of Building Projects Reports for October 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. 05-39

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM060159 through WM060198, and Revenue Transfer No. 6611A are hereby approved.

COMMITTEE REPORTS

Budget & Finance Committee and Veterans Committee:

Renewal of Agreement with American Legion War Memorial Commission:

Vice President Horn reported that the Budget & Finance and Veterans Committees met in joint session on November 7, 2005, to consider renewal of the agreement between the War Memorial Board of Trustees and the American Legion War Memorial Commission. Vice President Horn gave a brief background of the 1977 agreement which set forth the permanent transfer of management and control of the Herbst Theatre and Green Room from the Commission to the Trustees, and the transfer of two Veterans Building basement spaces from the Commission to the Museum of Modern Art. The 1977 agreement specified an annual sum to be paid by the Trustees to the Commission for a four-year period, after which time the annual sum, if any, would be renegotiated based on the needs and requirements of the Commission at that time, but not to exceed the original sum. Vice President Horn stated that since 1977, the agreement was renewed for 11 two-year periods, each renewal specifying a renegotiated annual sum to be paid by the Trustees to the Commission. He noted that the last two-year renewal agreement expired on September 22, 2003.

Vice President Horn stated that the Budget & Finance and Veterans Committees previously met in 2003 and 2004 to consider this matter. In April 2004, the Board of Trustees accepted the Committees' recommendation and approved renewing its agreement with the War Memorial Commission, however, this renewal was rejected by the Commission. He stated that in August 2005, the War Memorial Commission wrote to the Trustees stating they would accept the Trustees' previous renewal proposal subject to one change in the wording of the agreement.

Vice President Horn reported that at the November 7 meeting, Committee members reviewed materials prepared by War Memorial staff, including a summary analysis of the Commission's income and expenditures for the last 10 years and staff's renewal proposal. The Committee also heard from Commission representatives, including Commission Chair Greg Corrales, Commission Secretary/Treasure Vince Rios, and Commission member Jack Trad. He noted that during its discussion of staff's renewal proposal, the Committee expressed concerns about the Commission's lack of adequate financial controls and policies regarding use of veterans' meeting rooms. Mr. Corrales acknowledged these concerns as legitimate, and said they would be addressed by the Commission.

Vice President Horn reported that following discussion, the Committee voted unanimously to recommend to the full Board that the staff proposal for renewal of the agreement between the War Memorial Board of Trustees and the American Legion War Memorial Commission be approved. The Committee further recommended that the Commission be advised of the Trustees' expectations that the Commission will adopt and implement adequate financial controls and policies and procedures for use of veterans' meeting rooms, and that the Trustees' consideration of future renewals of the agreement is conditioned upon the Commission's doing so.

Following discussion, and on motion of Vice President Horn and seconded by Trustee Shultz, the following resolution was unanimously adopted:

RESOLUTION NO. 05-40

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby adopts the report and recommendations of its Budget & Finance Committee and Veterans Committee, and approves the renewal of the agreement between the War Memorial Board of Trustees and the American Legion War Memorial Commission for a two-year period from January 1, 2005 to December 31, 2006, with total annual fees to be paid by the Trustees to the Commission of \$24,000 for 2005 and \$26,000 for 2006, the agreement to be otherwise under the same terms and conditions as the previous renewal agreement; and

FURTHER RESOLVED, That the American Legion War Memorial Commission shall be advised of the Board of Trustees' expectations that the Commission will adopt and implement adequate financial controls and policies and procedures for use of veterans' meeting rooms, and that the Trustees' consideration of future renewals of the agreement will be conditioned upon the Commission's doing so.

REGULAR ITEMS

San Francisco Symphony “Le Rossignol” Exhibit in First Tier Lobby of Davies Symphony Hall: Ms. Murray stated that Trustees have received a copy of the proposal from the San Francisco Symphony, in collaboration with the San Francisco Performing Arts Library & Museum, requesting permission to install an exhibit of set and costume designs from a production of Igor Stravinsky’s “*Le Rossignol*,” in the First Tier lobby of Davies Symphony Hall from November 28 through December 10, 2005. The Symphony notes that this exhibit, which consists of approximately 25 framed works to be displayed on the First Tier lobby walls, will enhance the concert-going experience for patrons of the Symphony’s upcoming semi-staged performances of Stravinsky works. Ms. Murray stated that the Symphony will be responsible for installation and de-installation of the exhibit, for all exhibit security, and for any necessary wall patching and painting following removal of the exhibit.

Following discussion, and on motion of Trustee Shultz, seconded by Trustee Moscone, the following resolution was unanimously adopted:

RESOLUTION NO. 05-41

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby approves the proposal of the San Francisco Symphony to install an exhibit of set and costume design drawings for Igor Stravinsky’s “*Le Rossignol*” in the First Tier lobby of Davies Symphony Hall from November 28 to December 10, 2005, in conjunction with the Symphony’s presentation of Stravinsky works.

San Francisco Ballet Merchandise Kiosk in Opera House Main Lobby: Ms. Murray stated that Trustees have received a copy of the proposal from the San Francisco Ballet requesting permission to set up a merchandise kiosk in the Opera House main lobby during the Ballet’s *Nutcracker* performance season from December 2 to 29, 2005. She stated that the Ballet proposes to locate the kiosk at the south end of the main lobby, for the purpose of selling Ballet logo merchandise to its *Nutcracker* patrons.

Following discussion, and on motion of Trustee Moscone, seconded by Trustee Reynolds, the following resolution was unanimously adopted:

RESOLUTION NO. 05-42

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby approves the request of the San Francisco Ballet to set up a merchandise kiosk in the Opera House main lobby during the Ballet’s 2005 *Nutcracker* performance season.

ADJOURNMENT

There being no further business, President Bashford adjourned the meeting at 2:45 p.m.

Gregory P. Ridenour
Executive Secretary