

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR MONTHLY MEETING

Thursday, October 12, 2006

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, October 12, 2006, 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 Reynolds, Trustee Shultz, Trustee Tsakopoulos-Kounalakis;

Absent: Trustee Haas, Trustee Pelosi.

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

APPROVAL OF MINUTES

President Bashford called for approval of the minutes of the September 14, 2006 regular meeting of the Board. On motion of Trustee Shultz, 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 include a request from Wine Enthusiast Magazine to use Opera House lobby areas for a consumer wine and food tasting event on March 29, 2007, and noted that Patina Catering would coordinate all food and beverage services for this event. Ms. Murray stated that remaining rental requests are routine and requested their approval. On motion of Trustee Farrow, seconded by Trustee Moscone, the following resolution was unanimously adopted:

RESOLUTION NO. 06-32

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

Wine Enthusiast Magazine Toast of the Town	March 29, 2007	\$2,100.00 plus catering %
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HERBST THEATRE

Pak Yop Joo Young Oh, Violin Recital	February 10, 2007	\$1,100.00
Bay Area Scores 6 th Annual Poetry Slam	November 30, 2006	\$630.00
Midsummer Mozart Concerts	July 20, 27, 2007	\$1,260.00

City Arts & Lectures On Art & Politics 2007	January 17, 19, 2007 February 5, 12, 2007 March 26, 2007 April 11, 17, 23, 2007 May 7, 2007 June 4, 2007	\$6,300.00
Sacred Heart Cathedral Preparatory Rehearsal and Performance of Annual Spring Concert	May 1, 2, 2007	\$1,260.00

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

RESOLUTION NO. 06-33

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

LOUISE M. DAVIES SYMPHONY HALL

American Bar Association ABA Opening Assembly	August 11, 2007	\$4,200.00
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HERBST THEATRE

The Dalai Lama Foundation East Meets West: A Concert for Peace	April 28, 2007	\$630.00
Benecia Performing Arts Foundation Stunz and Farah	September 15, 2007	\$630.00

SECRETARY'S REPORT

Revenue, Appropriations and Status of Building Projects Reports for September 2006: Mr. Ridenour referred to the Revenue, Appropriations, and Status of Building Projects Reports for September 2006, and requested a resolution to approve housekeeping expenditures as submitted. On motion of Trustee Farrow, seconded by Trustee Moscone, the following resolution was unanimously adopted:

RESOLUTION NO. 06-34

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM07163 through WM07208, and Interdepartmental Work Order No. WM071BRXXX, are hereby approved.

Attendance Policy: Mr. Ridenour stated Trustees have received a copy of Mayor Newsom's memo dated September 18, 2006, to Departmental Directors and Commission Secretaries regarding commissioner attendance at meetings of City and County commissions. He said Trustees have also received a copy of Board of Supervisors' Resolution No. 502-06, adopted in September 2006, urging each City board, commission or advisory body to adopt an internal policy regarding members' attendance at meetings of the body, and requesting each body to submit a copy of its policy to the Board of Supervisors by December 1, 2006. Mr. Ridenour noted that to assist departments in developing commission attendance policies, the Office of the City Attorney is preparing a policy template consistent with the specific requests of the Mayor and Board of Supervisors. He stated that staff will use this template to prepare a draft attendance policy for the Trustees' consideration at the November meeting.

COMMITTEE REPORTS

Building Committee: Trustee Bechtle reported that the Building Committee met immediately prior to this meeting to consider and adopt recommendations on two items:

Landscaping Proposals for Exterior Planters: Trustee Bechtle noted that the War Memorial included capital funding in its 2005-06 budget for renovation of the exterior planters at Davies Symphony Hall. She stated that while the purpose of this project is to repair water leaks, and correct drainage and waterproofing deficiencies, the project scope also includes providing automatic irrigation, soil preparation and new plantings in the exterior planters. Trustee Bechtle stated that War Memorial staff has been working with the Department of Public Works' Landscape Architecture Section on design proposals for new plantings, and noted that preliminary landscape proposals have been reviewed by the San Francisco Symphony.

Trustee Bechtle reported that the Building Committee reviewed landscaping design plans and renderings presented by Brian Gatter, Landscape Architect with the Department of Public Works, and heard from Jim West, War Memorial Building and Grounds Superintendent. Andrew Dubowski, Operations Director for the San Francisco Symphony, advised the Committee that the Symphony fully supports the landscape design proposals. Trustee Bechtle stated that following discussion, the Committee voted unanimously to recommend to the full Board that the landscaping proposals for Davies Symphony Hall exterior planters be approved. Following discussion, and on motion of Trustee Bechtle, seconded by Vice President Horn, the following resolution was unanimously adopted:

RESOLUTION NO. 06-35

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 landscaping design proposals, prepared by the Department of Public Works' Landscape Architecture Section, for the Davies Symphony Hall exterior planters.

Veterans Building Seismic/Life Safety Upgrade- Capital Project Planning: Trustee Bechtle stated that, as reported to the Board in July, while the Veterans Building Seismic/Life Safety project is included in the City's 10-Year Capital Plan for 2007-2016, based upon the Plan's funding schedule, actual project construction would fall beyond the Plan's 10-year span. She noted that when President Bashford and Vice President Horn met with Mayor Newsom in July to express the Trustees' concerns about the Capital Plan's scheduling recommendations for the Veterans Building project, the Mayor encouraged the War Memorial to be creative in pursuing alternatives to achieve the best possible outcome for the Veterans Building.

Trustee Bechtle reported that the Building Committee had further discussion about funding and scheduling the Veterans Building Seismic/Life Safety project. She stated that in addition to War Memorial staff's continuing to actively and aggressively work with the City's Capital Planning Committee on the 2008-2017 Capital Plan, the Committee discussed the need to pursue other alternatives to move forward with implementing the Veterans Building project as soon as possible. Trustee Bechtle noted there are a number of interested parties who may be willing to explore possibilities for creating a public/private partnership to help move this project forward in a more timely manner, and the Committee discussed ways in which to initiate such an exploration process, as well as avenues for identifying potential funding opportunities for the project from private and/or other non-City sources.

Trustee Bechtle reported that following discussion, the Committee voted unanimously to recommend to the full Board that War Memorial staff be directed to investigate possibilities for obtaining pro-bono consulting services to assist the War Memorial in identifying and evaluating private funding opportunities and potentials for the Veterans Building project. A motion was made by Trustee Bechtle and seconded by Trustee Moscone to adopt the report and recommendation of the Building Committee. Following discussion, the following resolution was unanimously adopted:

RESOLUTION NO. 06-36

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 directs War Memorial staff to investigate possibilities for obtaining pro-bono consulting services to assist the War Memorial in identifying and evaluating private funding opportunities and potentials for the Veterans Building Seismic/Life Safety project and to report staff's findings to the Building Committee for review as soon as possible.

REGULAR ITEMS

Proposed renewal of Agreement between War Memorial Board of Trustees and American Legion War Memorial Commission: Ms. Murray stated that the current two-year renewal of the Trustees' agreement with the American Legion War Memorial Commission is scheduled to expire on December 31, 2006. Ms. Murray recapped that in September 1977, the Trustees and Commission entered into agreement setting forth the permanent transfer of management and control of the Herbst Theatre and the Green Room from the Commission to the Trustees. 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 annual sum. Since September 1981, the Trustees and Commission entered into 12 two-year renewal agreements, each renewal specifying a renegotiated annual sum to be paid by the Trustees to the Commission for that two-year period.

Ms. Murray said that the current renewal agreement provides that upon expiration, the agreement shall be reviewed to determine if additional payments of sums to the Commission by the Trustees is appropriate and, if so determined, the sum to be paid by the Trustees shall be renegotiated based on the needs and requirements of the Commission at that time, but in no event shall said sum exceed the original annual sum of \$35,000. President Bashford referred this matter to the Board's Budget and Finance Committee and Veterans Committee for joint consideration and adoption of recommendations to the full Board.

San Francisco Opera- Proposal for "Operavision" facilities and systems in the Opera House: Ms. Murray stated that the San Francisco Opera has submitted a proposal to the War Memorial for its "Operavision" initiative, which includes construction of an in-house television production control suite in the Opera's back-of-house office areas, and installation and operation of cameras and video displays in various auditorium, lobby and exterior areas of the Opera House. She stated that War Memorial staff is currently reviewing proposal elements with the Opera to determine feasibility and procedural requirements, following which the proposal will be submitted to the Board. President Bashford referred this matter to the Building Committee for consideration and recommendation to the full Board.

ADJOURNMENT

There being no further business, President Bashford adjourned the meeting at 2:25 p.m.

Gregory P. Ridenour
Executive Secretary