

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR MONTHLY MEETING

Thursday, January 10, 2008

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, January 10, 2008, in the Trustees' Board Room, War Memorial Opera House, President Horn presiding.

ROLL CALL

Present: President Horn, Vice President Bechtle, Trustee Bashford, Trustee Davis, Trustee Farrow, Trustee Jarman, Trustee Myatt, Trustee Shultz, Trustee Tsakopoulos-Kounalakis;

Absent: Trustee Moscone and Trustee Pelosi;

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

APPROVAL OF MINUTES

President Horn called for approval of the minutes of the December 13, 2007 regular meeting of the Board. On motion of Trustee Farrow, seconded by Trustee Shultz, the minutes were unanimously approved.

PRESIDENT'S REPORT

Brent Assink - San Francisco Symphony Executive Director: President Horn welcomed Brent Assink, Executive Director of the San Francisco Symphony, who asked to address the Board today on continuing the joint efforts of the Symphony and War Memorial with regard to Louise M. Davies Symphony Hall.

Brent Assink, Executive Director of the San Francisco Symphony, thanked the Trustees for their continued support of the San Francisco Symphony through the War Memorial's care and maintenance of Davies Symphony Hall, and he acknowledged the effective partnership the Symphony has with the War Memorial staff. Mr. Assink stated that the Symphony is currently exploring opportunities to make further upgrades and enhance patron experience, including improving the visibility and identification of Davies Symphony Hall from Van Ness Avenue, enhancing lobby areas – in particular on the Loge and 2nd Tier levels, and re-evaluation of the auditorium sound system and lobby video monitors. He said that the Symphony looks forward to working with War Memorial Trustees and staff on these and other projects during the coming year.

San Francisco Ballet Season: President Horn congratulated the San Francisco Ballet on its recently concluded *Nutcracker* season in the Opera House and reported that the Ballet will open its 2008 Repertory Season on January 23, with a special performance and opening night festivities. On behalf of the Board, President Horn extended best wishes to the Ballet for a successful repertory season.

Committee Assignments for 2008: President Horn reported that a list of Committee assignments for 2008 has been distributed to Trustees, noting that assignments are essentially the same as in 2007. He invited Trustees to contact him if they wish to serve on alternate or additional committees.

Veterans Building Seismic Upgrade Project – Special Committee of the Whole: President Horn stated that as we move forward towards implementing the Veterans Building Seismic Upgrade Project as approved in the City’s ten-year capital plan, it is important that the War Memorial undertake and complete the pre-design planning phase of the project during this next year. He stated that this includes consideration of space programming and utilization, and plans for funding and implementing other improvements during the construction period. President Horn stated that as every member of the Board is invested in the success of this project, he is establishing a new special committee of the whole—comprised of all Trustees—to consider matters concerning the Veterans Building project. He said this will enable the full Board to give detailed and focused consideration to this matter and will provide maximum opportunity for public participation in this planning process.

President Horn stated that during the last year, he and Vice President Bechtle met with War Memorial Trust beneficiaries and other stakeholders about their needs and plans for future use and occupancy of Veterans Building space, and reported back to the Board. Since that time, the War Memorial has received written communications from each of the American Legion War Memorial Commission and the San Francisco Museum of Modern Art, beneficiary occupants of the Veterans Building under the War Memorial Trust, and he believes it is now time to begin the public hearing process. President Horn stated that he would like to schedule the first meeting of this special committee in late February 2008, and he anticipates an additional 2-3 committee meetings before the end of the year.

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

RESOLUTION NO. 08-01

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

HERBST THEATRE

Youth Speaks 11 th Annual Bringing the Word for Dr. Martin Luther King, Jr.	January 21, 2008	\$1,005.00
Interserve, Inc. dba TechCrunch The 2007 Crunches Awards	January 18, 2008	\$1,100.00
Ecocity World Summit Ecocity World Summit 2008	April 21, 2008	\$630.00
Green Party of Alameda County Presidential Candidate Debate	January 13, 2008	\$630.00
Presidio Performing Arts Foundation Dancing Across Cultures, three performances	December 5, 6, 2008	\$1,760.00
Long Now Foundation Craig Venter lecture	February 25, 2008	\$630.00
Kenn Gartner Recital: Kenn Gartner, piano; Margi Sherell Alexander, soprano	September 28, 2008	\$1,100.00

Roxana Rastegar "Rumination" a performance by Iranian performer Dariush Eghbali	February 8, 2008	\$1,100.00
Pursuit of Equality, LLC Pursuit of Equality Screening	February 13, 2008	\$630.00
American Legion Post No. 875 Once Upon A Time in San Francisco	August 1, 2008	\$500.00

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

RESOLUTION NO. 08-02

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

HERBST THEATRE

Temple Private Dance Performance for Invited Guests	September 6, 2008	\$1,100.00
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SECRETARY'S REPORT

Revenue, Appropriations and Status of Building Projects Reports for December 2007: Mr. Ridenour referred to the Revenue, Appropriations, and Status of Building Projects Reports for December 2007, and requested a resolution to approve housekeeping expenditures as submitted. On motion of Trustee Farrow, seconded by Trustee Shultz, the following resolution was unanimously adopted:

RESOLUTION NO. 08-03

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM080246 through WM080283, are hereby approved.

REGULAR ITEMS

Request of Patina Catering: President Horn stated that Trustees have received a copy of the letter from Patina Catering proposing price increases for various food and beverage items offered in their concession operations at the War Memorial facilities. President Horn referred this matter to the Presenters Liaison Committee for consideration and adoption of recommendations to be presented to the full the Board.

Food and Beverage Concession and Catering Services - Request for Proposal: President Horn stated that the War Memorial's agreement with Patina Catering for food and beverage concession and catering services in the War Memorial facilities is due to expire on August 31, 2008. He said the War Memorial will be issuing a "Request for Proposal" (RFP) in the spring of 2008, in order to identify and select a qualified operator to provide concession and catering services commencing September 1, 2008. President Horn reported that War Memorial staff is in the process of drafting a "RFP" package and has initiated staff-level meetings with resident licensees to gather input on this matter. He referred this matter to the Presenters Liaison Committee, and asked the Committee to consider and report back to the full Board on the "RFP" document, schedule and selection process.

Letter from American Legion War Memorial Commission - Veterans Building Plans: President Horn stated that Trustees have received a copy of the letter from LeRue Grim, Chair of the American Legion War Memorial Commission, regarding the Commission's plans and needs for space in the Veterans Building. President Horn referred this letter to the Special Committee of the Whole for consideration as it relates to the War Memorial's pre-design planning for the Veterans Building Seismic and Improvements Project. Trustee Myatt stated he had reviewed Mr. Grim's letter and was disappointed that he didn't see the spirit of wanting to work with the Board to develop reasonable plans to improve the Veterans Building and provide facilities that meet the needs of the San Francisco American Legion Posts. He said he hopes to have discussion with members of the American Legion War Memorial Commission about their participation in this process, and he looks forward to working with the Special Committee of the Whole.

Museum of Performance & Design/San Francisco Ballet - Request to install Opera House Exhibits:

President Horn reported that Trustees have received a copy of the memo and attachments from the Museum of Performance and Design (new name of the Performing Arts Library & Museum), requesting to install two exhibits in the Opera House main lobby during the upcoming 2008 Ballet Repertory Season to commemorate the 75th anniversary of the San Francisco Ballet. He said that materials distributed to Trustees include descriptions and drawings of the proposed exhibits and noted that War Memorial staff has reviewed and recommends approval of the request. On motion of Trustee Farrow, seconded by Trustee Shultz, the following resolution was unanimously adopted:

RESOLUTION NO. 08-04

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby approves the request of the Museum of Performance & Design and the San Francisco Ballet to install two exhibits in the Opera House main lobby during the upcoming 2008 Ballet Repertory Season to commemorate the 75th anniversary of the San Francisco Ballet.

PUBLIC COMMENT

LeRue Grim, Chair of the American Legion War Memorial Commission, stated that the San Francisco American Legion Posts know what their rights are in the Veterans Building. He said they are willing to talk and work things out, but they have a program they intend to stick with.

ADJOURNMENT

There being no further business, President Horn adjourned the meeting at 3:00 p.m.

Gregory P. Ridenour
Executive Secretary