

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR MONTHLY MEETING

Thursday, December 10, 2009

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, December 10, 2009, in the Trustees Board Room, War Memorial Opera House, President Bechtle presiding.

ROLL CALL

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

Absent: Trustee Moscone.

Staff Present: Elizabeth Murray, Managing Director
Jennifer Norris, Assistant Managing Director/Executive Secretary

APPROVAL OF MINUTES

President Bechtle called for approval of the minutes of the November 12, 2009 regular meeting of the Board. On motion of Vice President Shultz, seconded by Trustee Davis, the minutes were unanimously approved.

PRESIDENT'S REPORT

New Chair of the American Legion War Memorial Commission: President Bechtle reported that at its meeting on November 17, 2009, the American Legion War Memorial Commission, elected a new chairperson, Mr. Roger Dong. President Bechtle introduced Mr. Dong and welcomed him to the Board of Trustees meeting.

Mr. Dong made brief remarks to the Trustees and stated he looks forward to working with the War Memorial in a cooperative manner to best serve the goals of the City and veterans. He noted that the Commission at his recommendation has already adopted new and more stringent self-governing rules which require the Commission President to provide accurate monthly meeting minutes and financial reports, prepare and present a balanced budget, and obtain Commission approval prior to using any reserve funds.

President Bechtle thanked Mr. Dong for his comments and stated that the Board of Trustees looks forward to working with him during the upcoming year.

Opera and Ballet Seasons: President Bechtle stated that the San Francisco Opera concluded the Fall portion of its 2009-10 Season on December 2, 2009, and she extended congratulations to the Opera on a superb season. She stated that the San Francisco Ballet opened its 2009 *Nutcracker* Season in the Opera House on December 8, and will present 31 performances through December 27, 2009. On behalf of the Board, President Bechtle extended best wishes to the Ballet for a successful *Nutcracker* Season.

War Memorial Budget for FY 2010-11: President Bechtle reported that City department budget requests for the 2010-2011 fiscal year must be submitted to the Controller and the Mayor on February 22, 2010. She stated that in order to meet this deadline, the Board must consider and approve the War Memorial's FY 2010-11 budget request at the February 11, 2010 meeting. President Bechtle referred this matter to the Board's Budget and Finance Committee and asked the Committee to 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 mailed to Trustees are routine and requested their approval. On motion of Trustee Myatt, seconded by Vice President Shultz, the following resolution was unanimously adopted:

RESOLUTION NO. 09-50

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

HERBST THEATRE

TechCrunch The 2009 Crunchies Awards	January 8, 2010	\$1,250.00
SF Sketchfest The SF Sketchfest Tribute: Conan O'Brien	January 17, 2010	\$1,250.00
Angel Island Immigration Station Foundation 100 th Anniversary Celebration	January 21, 2009	\$525.00
San Francisco Foundation Dynamic Adaptability Conference	January 28, 2010	\$525.00
Another Planet Entertainment Magnetic Fields	March 1, 2010	\$1,250.00
Filipina Women's Network The Vagina Monologues	April 10, 2010	\$750.00
Consulate General of Israel 4 Men, Alice, Bach and the Deer	April 17, 2010	\$750.00
APA Heritage Proclamation Ceremony	May 3, 2010	\$750.00
The Bay School of San Francisco Graduation Ceremony	June 11, 2010	\$525.00
Dream Journey Productions Annie Moses Band	June 13, 2010	\$1,250.00
Instituto Familiar de la Raza Miss & Mr. Safe Latino 2010	June 24, 2010	\$750.00

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

RESOLUTION NO. 09-51

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

San Francisco Symphony Maestro Circle Reception in Lobby	January 25, 2010	\$650.00 Catering Exemption #1
---	------------------	-----------------------------------

HERBST THEATRE

International Fund for Africa Black History Month Celebration	February 12, 2010	\$750.00
San Francisco Opera / Merola Opera Program Lecture & Concert	February 22, 2010	\$750.00
Pop-Up Magazine Pop-Up Magazine ó Issue 3	April 16, 2010	\$750.00

SECRETARY'S REPORT

Revenue, Appropriations and Housekeeping Expenditures Reports for November 2009: Ms. Norris referred to the Revenue, Appropriations, and Housekeeping Expenditures Reports for November 2009, and requested approval of housekeeping expenditures as submitted. On motion of Vice President Shultz, seconded by Trustee Horn, the following resolution was unanimously adopted:

RESOLUTION NO. 09-52

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM10106 through WM10123, and Interdepartmental Work Orders Nos. WM10008 through WM10011, are hereby approved.

REGULAR ITEMS

Election of Officers for 2010: President Bechtle opened the floor to nominations for the offices of President and Vice President of the War Memorial Board of Trustees for 2010. Trustee Horn nominated Nancy H. Bechtle for a second term for the office of President, and Charlotte M. Shultz for a second term for the office of Vice President, of the War Memorial Board of Trustees for 2010. Trustee Horn in nominating Trustees Bechtle and Shultz referred to their continuing dedication to keep the Veterans Building Seismic Retrofit Project in the forefront of the City's Capital Planning commitments which has been particularly challenging during this time of unprecedented budget shortfall for the City. Trustee Horn also noted that when faced with possible loss of War Memorial core function for maintaining the buildings, President Bechtle and Vice President Shultz worked closely with the Mayor's Office to negotiate the retention of War Memorial engineering staff and maintain the War Memorial's core mission. The nominations were seconded by Trustee Myatt and Trustee Pelosi, and the following resolution was unanimously adopted:

RESOLUTION NO. 09-53

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that nominations for the offices of President and Vice President of the Board of Trustees for 2010 are hereby closed; and further,

RESOLVED, That this Board unanimously elects Nancy H. Bechtle as its President and Charlotte M. Shultz as its Vice President for calendar year 2010.

President Bechtle and Vice President Shultz expressed their gratitude to the Trustees for the opportunity to continue to serving as officers of the Board during 2010.

GOOD AND WELFARE

Trustee Myatt informed Trustees that an advisory committee has been created to develop a proposal for designing, raising funds for and constructing a suitable veterans memorial in the Memorial Court between the Opera House and Veterans Building. He stated that the committee met last week with the deputy city attorney regarding donations to the City for specific public projects, and the committee will be meeting again with representatives of the Arts Commission as the Arts Commission has previous experience in conducting design competitions and art/monument installations. Trustee Myatt stated that the Board of Trustees, which has final approval authority over any memorial on the War Memorial premises, will be regularly informed on the committee's progress.

President Bechtle noted that this may be the last Board of Trustees meeting attended by Trustee Tsakopoulos-Kounalakis, as her nomination to serve as the United States Ambassador to Hungary will likely be confirmed this month. On motion of Trustee Pelosi, seconded by Vice President Shultz, the following resolution was unanimously adopted:

RESOLUTION NO. 09-54

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby thanks Trustee Eleni Tsakopoulos-Kounalakis for her dedicated service as a member of the War Memorial Board of Trustees for the last five years and extends best wishes to Trustee Tsakopoulos-Kounalakis for success and happiness in her new endeavors.

MISCELLANEOUS CORRESPONDENCE

Letter from Jamie Lopez – Memorial Court: President Bechtle stated that Trustees have received a copy of the letter from Jamie Lopez in support of Trustee Myatt's proposed project to install a memorial plaque or monument in the Memorial Court.

ADJOURNMENT

There being no further business, President Bechtle adjourned the meeting at 2:30 p.m.

Jennifer E. Norris
Executive Secretary