

**MINUTES**  
**WAR MEMORIAL BOARD OF TRUSTEES**  
**REGULAR MONTHLY MEETING**

**Thursday, July 14, 2011**

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, July 14, 2011, in the Trustees' Board Room, War Memorial Opera House, President Shultz presiding.

**ROLL CALL**

Present: President Shultz, Vice President Myatt, Trustee Bashford, Trustee Bechtle, Trustee Davis, Trustee Horn, Trustee Stafford;

Absent: Trustee Jarman, Trustee Moscone, Trustee Pelosi, Trustee Wilsey;

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

**APPROVAL OF MINUTES**

President Shultz called for approval of the minutes of the June 9, 2011 regular meeting of the Board. On motion of Trustee Bechtle, seconded by Trustee Davis, the minutes were unanimously approved.

**MANAGING DIRECTOR'S REPORT**

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

**RESOLUTION NO. 11-27**

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**

Salesforce.com Foundation UCSF Gala After-Party in Lobby	September 1, 2011	\$4,650.00
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**LOUISE M. DAVIES SYMPHONY HALL**

World Arts West 34 <sup>th</sup> Ethnic Dance Festival Opening Gala	June 6, 7, 2012	\$4,600.00 vs. 10% \$6,750.00 maximum
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**HERBST THEATRE**

Chinese American International School Soli Club Concert	August 28, 2011	\$825.00
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The Litquake Foundation James Ellroy	October 9, 2011	\$825.00
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City Arts & Lectures 826 Valencia Series	September 20, 2011 October 5, 17, 25, 2011 November 15, 29, 30, 2011 March 12, 2012	\$6,600.00
Philharmonia Baroque Orchestra 2011-12 Season	September 23, 2011 October 28, 2011 November 18, 2011 December 2, 2011 January 28, 2012 March 9, 2012 April 20, 2012	\$6,350.00
City Arts & Lectures Cultural Studies Series	October 4, 6, 11, 20, 26, 2011 November 8, 10, 2011 December 12, 2011	\$6,600.00
City Arts & Lectures Special Events	October 12, 2011 November 9, 21, 2011	\$2,475.00
California Institute of Integral Studies 2011-12 Programs	October 15, 2011 November 3, 2011 February 2, 23, 2012 April 5, 26, 2012	\$4,950.00
The Long Now Foundation Rick Prelinger, Lost Landscapes of San Francisco	December 15, 2011	\$825.00
Jill Bourque Presents Not Your Normal New Year's Eve How We First Met	December 31, 2011 February 14, 2012	\$3,725.00

**Additional Rental Requests:** Ms. Murray reported that additional rental requests are routine, and she requested their approval. On motion of Trustee Horn, seconded by Trustee Bashford, the following resolution was unanimously adopted:

**RESOLUTION NO. 11-28**

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**

Katya Grineva Katya Grineva in Recital	August 28, 2011	\$2,500.00 vs. 10% \$6,750.00 maximum
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**HERBST THEATRE**

City Arts & Lectures Stephen Breyer	November 16, 2011	\$825.00
SFJAZZ Ahmad Jamal	December 10, 2011	\$825.00

**Report on Veterans Building Seismic Upgrade Project Financing:** Ms. Murray reported to Trustees that on July 13, 2011, the Board of Supervisors' Budget and Finance Committee voted unanimously to recommend approval of an ordinance to finance the Veterans Building Seismic Upgrade Project with Certificates of Participation ("COPs"). She stated that this recommendation will be presented to the full Board of Supervisors for first reading on July 19, and for second reading/final passage on July 26, 2011.

### **SECRETARY'S REPORT**

**Revenue, Appropriations and Housekeeping Expenditures Reports for June 2011:** Ms. Norris referred to the Revenue, Appropriations, and Housekeeping Expenditures Reports for June 2011, and requested approval of housekeeping expenditures as submitted. She noted that while June 30, 2011 marked the end of the 2010-11 fiscal year, June revenue and appropriations reports do not reflect final year-end revenue and expenditures. She stated that the Controller's Office will continue making year-end postings through August 2011, following which a final financial report for FY 2010-11 will be submitted to the Board. On motion of Trustee Bechtle, seconded by Trustee Davis, the following resolution was unanimously adopted:

#### **RESOLUTION NO. 11-29**

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM11291 through WM11313 and Interdepartmental Work Order REWM11011 through REWM11013 are hereby approved.

### **REGULAR ITEMS**

**Proposed Resolution to endorse San Francisco Veterans Memorial design proposal:** President Shultz stated that in advance of today's meeting, Trustees received a draft resolution endorsing the design proposal submitted by Susan Narduli and Andrea Cochran for the San Francisco Veterans Memorial Project as recommended by the final selection panel. She noted that Trustees have also received a copy of the Project Proposal of the Narduli/Cochran design.

Vice President Myatt, Chair of the San Francisco Veterans Memorial Working Committee, reported that on June 27, the San Francisco Arts Commission convened a selection panel which included himself, Trustee Bashford, two members of the American Legion War Memorial Commission, President of the San Francisco Arts Commission, and two artist representatives, to make a recommendation to the Board of Trustees on the selection of one of the three finalist design proposals submitted for the San Francisco Veterans Memorial. He stated that after presentations by each of the three finalists, the selection panel voted to recommend to the Board of Trustees the endorsement of the design proposal submitted by Susan Narduli and Andrea Cochran, entitled "Passage of Remembrance." Vice President Myatt stated that such endorsement is subject to further design refinement and development and environmental review as required by the California Environmental Quality Act ("CEQA"). He stated that following such design development and CEQA review, the final design proposal will again be presented to the War Memorial Board of Trustees for consideration and approval.

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

#### **RESOLUTION NO. 11-30**

WHEREAS, On March 11, 2010, the War Memorial Board of Trustees adopted Resolution 10-14, accepting the proposal of the Veterans Memorial Committee to raise funds on behalf of the War Memorial for the Veterans Memorial Project; to deposit charitable contributions from groups and individuals for the exclusive public purpose of funding the Veterans Memorial Project into the War Memorial Gift Fund; and once the War Memorial has received sufficient funds to pay for the Veterans Memorial Project, to enter into a Memorandum of

Understanding with the San Francisco Arts Commission concerning the Arts Commission's administration and coordination of the Veterans Memorial Project; and

- WHEREAS, On March 25, 2010, the War Memorial Board of Trustees and San Francisco Arts Commission entered into a Memorandum of Understanding concerning the Arts Commission's administration and coordination of the Veterans Memorial Project; and
- WHEREAS, The San Francisco Arts Commission conducted a Request for Qualifications for artist and design professional teams for the Veterans Memorial Project, and three finalist artist teams were selected to prepare design proposals; and
- WHEREAS, The San Francisco Arts Commission convened a selection panel on June 27, 2011, to recommend to the War Memorial Board of Trustees the endorsement of one of the three finalist design proposals; and
- WHEREAS, The selection panel has recommended one of the design proposals for the War Memorial Board of Trustees' consideration, which proposal will need further refinement and design development as well as environmental review under the California Environmental Quality Act (CEQA); now, therefore, be it
- RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby accepts the recommendation of the selection panel and endorses the design proposal submitted by Susan Narduli & Andrea Cochran for the San Francisco Veterans Memorial Project, subject to further refinement, design development and environmental review as required by CEQA, and that upon completion of design refinement and environmental review, the War Memorial Board of Trustees shall consider and take action on the final design proposal.

**Request from American Legion District 8 – Use of Memorial Court on 9/11/11:** President Shultz stated that Trustees have received the letter from Roger Dong, Chair of the American Legion War Memorial Commission, requesting to use the Memorial Court on a date to be determined in August 2011, to conduct a memorial service for Archibald John Wilson, World War II veteran, American Legion member, and founder of the American Legion Post 448. President Shultz stated that Arch Wilson was a long and dedicated member of the American Legion and was very interested in the development of a Veterans Memorial in the Memorial. President Shultz noted staff is recommending approval of this request subject to the Commission's submission of event details to the War Memorial in advance for review.

In discussion, John Forrett, a member of American Legion Post 448, advised that they have now scheduled the memorial service for Archibald John Wilson for Sunday, August 14, 2011 at 1:00 p.m. in Veterans Building room 207 with a ceremony to take place in the Memorial Court.

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

**RESOLUTION NO. 11-31**

- RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the request of the American Legion War Memorial Commission to conduct a memorial service for Archibald John Wilson in the Memorial Court on August 14, 2011 is hereby approved subject to the Commission providing event details in advance to War Memorial staff.

**GOOD AND WELFARE**

President Shultz congratulated Trustee Horn who will receive the Commander of the French National Order of Merit during the San Francisco's Bastille Day celebration later today in the Veterans Building Green Room. President Shultz stated that Trustee Horn is a longtime lover of French culture and chairman of the San Francisco-Paris Sister City Committee, and that this decoration is a high civilian honor.

**PUBLIC COMMENT**

John Forrett, First Vice Commander of American Legion District 8, stated that at last month's meeting of the Board, the Trustees deferred for one month the request of District 8 to use the Memorial Court on September 11, 2011, for a 10-year remembrance of the September 11, 2001 attacks on the World Trade Center, and he requested the Board's approval of this activity. Ms. Murray stated that the Trustees deferred this request last month pending recommendation by the American Legion War Memorial Commission and the Commission's submission of event details to War Memorial staff. She stated that despite several requests, no event details were provided, so the Commission was advised that this request would not appear on today's agenda.

President Shultz stated that should event details be provided before the next meeting of the Board, staff may follow the standard procedure for approving a late booking request by consulting with the Board President or Vice President.

**ADJOURNMENT**

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

Jennifer E. Norris  
Executive Secretary