

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR MONTHLY MEETING

Thursday, September 8, 2011

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, September 8, 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 Horn, Trustee Jarman, Trustee Moscone, Trustee Pelosi, Trustee Stafford Trustee Wilsey;

Absent: Trustee Davis;

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 July 14, 2011 regular meeting of the Board. On motion of Trustee Bechtle, seconded by Trustee Horn, the minutes were unanimously approved.

Opening of San Francisco Symphony Season: President Shultz reported that the San Francisco Symphony opened its 100th Anniversary Centennial Season on August 7th in Davies Symphony Hall with a spectacular concert and pre-and post-concert festivities. She stated this marked a significant milestone for our Symphony, and she noted that Davies Symphony Hall never looked so beautiful and well-maintained. On behalf of the Board, President Shultz extended best wishes to the Symphony for a successful Centennial Season. President Shultz also commended both Symphony and War Memorial staffs for their hard work during the last few months implementing various improvements and upgrades to Davies Symphony Hall in advance of the Centennial Season opening.

Opening of San Francisco Opera Season: President Shultz reported that the San Francisco Opera will open its 2011 Fall Season on September 9, with a performance of *Turandot* and various opening night festivities. She noted that on Saturday, September 10th, the Opera will open its world premiere of the new opera *Heart of a Soldier*, reflecting the true story of Rick Rescorla, a man trained as a military veteran, who gave up his own life saving thousands in the September 11, 2001 attacks on the World Trade Center. On behalf of the Board, President Shultz extended best wishes to the Opera for its upcoming opening nights and for a successful 2011 Fall Season.

Vice President Myatt stated that simultaneous to last evening's Symphony Gala, the San Francisco Opera had its final dress rehearsal of *Heart of a Soldier*, and due to the great support of Opera General Director David Gockley, this final dress rehearsal was attended free of charge by over 1200 veterans and veterans' family members and was used to generate sponsorship donations for the San Francisco Veterans Memorial Project. At the request of Vice President Myatt and Trustee Bashford, the Board of Trustees unanimously requested that a letter be sent to David Gockley expressing the Trustees' great appreciation for his generosity in opening this final dress rehearsal in support of veterans.

MANAGING DIRECTOR'S REPORT

Rental Requests: Ms. Murray reported that rental requests mailed to Trustees included a request from Hands On Bay Area in conjunction with the American Legion War Memorial Commission to use the Memorial Court and three Veterans Building 2nd floor meeting rooms to conduct a National Day of Service and Remembrance on September 11, 2011, the 10th anniversary of the attacks on the World Trade Center. She stated that remaining rentals requests are routine and requested their approval. On motion of Trustee Moscone, seconded by Trustee Jarman, the following resolution was unanimously adopted:

RESOLUTION NO. 11-32

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

The Foundation for National Progress Pop-Up Magazine, Issue 5 & Lobby Reception	November 9, 2011	\$3,750.00 vs. 10% \$5,900.00 maximum
San Francisco Girls Chorus Holiday Concert	December 19, 20, 2011	\$4,600.00 vs 10% \$6,750.00 maximum
San Francisco Gay Men's Chorus Concert	March 19, 20, 21, 2012	\$7,100.00 vs. 10% \$11,400.00 maximum

HERBST THEATRE

Architects and Engineers for 9/11 Truth Symposium "9/11 Reclaiming the Truth, Reclaiming our Future"	September 11, 2011	\$825.00
San Francisco Performances National Arts Education Week Celebration	September 14, 2011	\$575.00
Nima Entertainment Dariuch & Faramarz Aslani	October 1, 2011	\$1,400.00
Live Nation Worldwide Ryan Adams	October 14, 2011	\$1,400.00
Earth Island Institute Brower Youth Awards	October 18, 2011	\$825.00
Theatreworks USA Student Performances	November 8, 2011 February 23, 2012 April 24, 2012	\$1,725.00
George Komsky George Komsky Live in Concert	November 19, 2011	\$1,400.00
City Arts & Lectures Jane Lynch –Special Event	November 20, 2011	\$825.00

Fellowship for the Performing Arts C.S. Lewis' The Screwtape Letters	January 21, 22, 2012	\$2,225.00
Geographic Expeditions, Inc. Travel Lecture	January 26, 2012	\$1,400.00
Four Seasons Arts, Inc. Thomas Buckner	February 5, 2012	\$825.00
George Mesterhazy Paula West & The George Mesterhazy Quartet	February 11, 2012	\$1,400.00
San Francisco Opera Association Family Film Screenings	February 25, 26, 2012	\$1,850.00
Maestro Artist Management Concerts	February 26, 2012 May 4, 2012	\$2,800.00
US Bank Economic Seminar	March 15, 2012	\$1,400.00
Cypress Performing Arts Association Call and Response 2012	March 16, 2012	\$825.00
Korean American Music Supporters' Assn. Joyce Yang in Recital	March 17, 2012	\$825.00
Synergy School Spring Concert	March 28, 29, 2012	\$1,550.00
Sing for America Foundation Concert	April 17, 2012	\$825.00
Community Housing Partnership A Night with the Stars	April 25, 2012	\$825.00
SF Ballet POV Lecture	May 2, 2012	\$825.00
Wharton School of Business Graduation Ceremony	May 6, 2012	\$825.00
SF State University Dept. of Health Education Graduation Ceremony	May 18, 2012	\$575.00
Northern California IIDA Chapter IIDA Pioneers in Design 2011	May 23, 2012	\$825.00
Tokyo Associates Corporation 2 nd US-Japan Choral Festival	May 27, 2012	\$1,400.00

Drew School Graduation Ceremony	May 31, 2012	\$825.00
French American International School Graduation Ceremony	June 8, 2012	\$825.00
The Bay School of San Francisco Graduation Rehearsal & Ceremony	June 7, 8, 2012	\$1,090.00
American College of Traditional Chinese Medicine Graduation Ceremony	June 17, 2012	\$825.00

MEMORIAL COURT AND VETERANS MEETING ROOMS

Hands On Bay Area/ American Legion War Memorial Commission National Day of Service and Remembrance	September 11, 2011	NA
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Report on Maintenance/Improvements Projects 2011: Ms. Murray summarized maintenance and improvement projects implemented during summer 2011 at the Opera House and Davies Symphony Hall and the Opera House Hall in addition to annual maintenance projects and tasks, including:

Opera House:

- Electrical upgrades for event spaces;
- Recovering box level auditorium railing;
- 10-year cleaning and conservation of tapestries;
- San Francisco Opera and Ballet's phase 4 rigging upgrades;
- Landscaping, including replacing various trees, shrubberies and plantings.

Davies Symphony Hall:

- Replaced carpeting in all lobby areas;
- Washed and caulked exterior;
- Interior painting;
- Symphony exterior signage including crown signage, new sidewalk display cases, additional building display cases and exterior banners.

Report on Veterans Building Seismic Upgrade and Improvements Project: Ms. Murray reported that the Design Team kick-off meeting for the Veterans Building Seismic Upgrade and Improvements Project was held on September 7th, marking the official start of the design/development phase. She reported that representatives of all 12 design team consultants (including structural, architectural, electrical, mechanical, plumbing, elevator, theatrical, waterproofing, etc.) attended the kick-off meeting as well as key members of the Department of Public Works and War Memorial staff. She stated that due to a slight delay in getting the design team on board, the Project schedule has been adjusted to reflect a construction start date of April 1, 2013. This means that on March 31, 2013, the War Memorial will turn over the Veteran Building, completely empty of occupants and contents, to the general contractor; re-opening of the building for occupant move-in on April 1, 2015.

New Human Resources Director at War Memorial: Ms. Murray introduced Ms. Jenna Lee, new human resources director at the War Memorial, replacing Steven Lara who retired after 17 years with the War Memorial. The Trustees welcomed Ms. Lee to her new position with the War Memorial

SECRETARY'S REPORT

Revenue, Appropriations and Housekeeping Expenditures Reports for July 2011: Ms. Norris referred to the Revenue, Appropriations, and Housekeeping Expenditures Reports for July 2011, and requested approval of housekeeping expenditures as submitted. On motion of Trustee Pelosi, seconded by Trustee Wilsey, the following resolution was unanimously adopted:

RESOLUTION NO. 11-33

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM1200001 through WM1200030 are hereby approved.

Revenue, Appropriations and Housekeeping Expenditures Reports for August 2011: Ms. Norris referred to the Revenue, Appropriations, and Housekeeping Expenditures Reports for August 2011, and requested approval of housekeeping expenditures as submitted. On motion of Trustee Bechtle, seconded by Trustee Moscone, the following resolution was unanimously adopted:

RESOLUTION NO. 11-34

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM1200031 through WM1200075 are hereby approved.

REGULAR ITEMS

Renewal of Agreement with American Legion War Memorial Commission: President Shultz reported that the current two-year renewal agreement between the War Memorial Board of Trustees and the American Legion War Memorial Commission regarding annual sums to be paid to the Commission is due to expire on December 31, 2011. President Shultz referred this matter to the Board's Veterans Committee, and she requested that Committee hold a meeting or meetings during the next two months, and return to the full Board at the November meeting with recommendations.

PUBLIC COMMENT

Roger Dong, Chair of the American Legion War Memorial Commission, announced that earlier this week, the Commission held its annual election and elected Nelson Lum as the new Chair. Mr. Dong thanked War Memorial Trustees and staff for their support during the previous two years. President Shultz extended the Trustees' thanks to Mr. Dong for his service during the last two years and welcomed Mr. Lum to his new position as Chair of the Commission.

Nelson Lum stated he is honored to be the new Chair of the American Legion War Memorial Commission representing the San Francisco Posts of the American Legion. Mr. Lum distributed and read a letter to the Trustees reiterating the Commission's request made in May 2011 that it is not too late for the Trustees to establish a negotiating committee to meet with the Commission on matters related to Veterans Building space allocation following the Veterans Building Seismic Upgrade Project.

Wallace Levin expressed his appreciation to out-going Chair of the American Legion War Memorial Commission Roger Dong and his support and confidence in incoming Chair Nelson Lum. Mr. Levin also stated how moved he was at the Opera's final dress rehearsal of *Heart of a Soldier* and how pleased he is to see the Veterans Memorial Project moving forward.

Joshua Shepard, a six-year Navy veteran and Adjutant of American Legion Post 315, said he is concerned that veterans' space in the Veterans Building will be reduced after the renovation and said he hoped veterans can retain their current space allocation.

Randolph Martinez, a seven-year Marine veteran and member of American Legion Post 236 for the past two months, stated he would like to learn more about the American Legion and War Memorial Board of Trustees so this relationship can be sustained, and he mentioned the need to help veterans through the Commission's new veterans resource center room.

Glenda Williams, a Vietnam veteran, stated she didn't want the American Legion Posts to move out of the Veterans Building and feels it important that veterans always be a part of the Veterans Building.

Bill Schwab, who has involvement in a number of veterans and peace organizations, stated that previous management problems with the American Legion War Memorial Commission have been resolved, and he asked the Trustees to work with the Commission's new management.

Vice President Myatt, responding to several public comments, referred to the statement he made at the June meeting of the Board. He noted that for over two years the Trustees asked the Commission to work with the War Memorial and provide input on Veterans Building post-retrofit space allocation plans and the Commission refused to do so. Now, a year after the Trustees completed the pre-design and negotiation phase, the Commission is asking to negotiate on what the Trustees completed a year ago. Vice President Myatt stated that the Trustees will be paying for the upgrades to post-retrofit spaces allocated to the American Legion Posts. He said he has seen the Department of Public Works' drawings of these office and meeting room spaces – based on their recent meetings with Post representatives – and he feels the layout does not represent best use of space allocated to the Posts. Vice President Myatt said now that we know the schedule for building closure, it is urgent that the Commission start preparing for the move-out. Beth Murray confirmed that move-out milestone dates will be provided to the Commission as soon as they are formulated.

Paul Cox, Vice Chair of the American Legion War Memorial Commission, stated that he believes in its actions the War Memorial is making a formal statement that they refuse to negotiate with the Commission on issues of Veterans Building space allocation after the renovation.

Rudy Ascension, long associated with the AL Pilipino Post in San Francisco, posed a question as to whether it is indeed too late for the Trustees to negotiate with the Commission on Veterans Building space.

ADJOURNMENT

There being no further business, President Shultz adjourned the meeting at 2:40 p.m.

Jennifer E. Norris
Executive Secretary