

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR MEETING
Thursday, May 8, 2014

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, May 8, 2014, in the Trustees' Board Room, War Memorial Opera House, Vice President Bashford presiding.

ROLL CALL

Present: Vice President Bashford, Trustee Bechtle, Trustee Davis, Trustee Horn, Trustee Lui, Trustee Moscone, Trustee Shultz, Trustee Stafford and Trustee Wilsey

Absent: President Myatt and Trustee Pelosi

Staff Present: Elizabeth Murray, Managing Director
Jennifer Norris, Assistant Managing Director

APPROVAL OF MINUTES

Vice President Bashford called for approval of the minutes of the April 10, 2014 regular meeting of the Board. On motion of Trustee Shultz, seconded by Trustee Moscone, the minutes were unanimously approved.

Vice President Bashford called for approval of the minutes of the March 26, April 10 and April 24, 2014 meetings of the Board's Presentors Liaison Committee. On motion of Trustee Shultz, seconded by Trustee Moscone, the minutes were unanimously approved.

PRESIDENT'S REPORT

San Francisco Ballet – End of 2014 Repertory Season: Vice President Bashford reported that the San Francisco Ballet will close its 2014 Repertory Season on Sunday, May 11. On behalf of the Board, Vice President Bashford congratulated the Ballet on a tremendously successful season.

Davies Symphony Hall Solar Array System – Mayor's Press Conference: Vice President Bashford stated that on Wednesday, April 30, Mayor Lee held a press conference on the roof of Davies Symphony Hall showcasing the new Solar Array System installed by the Public Utilities Commission. Representatives of the PUC, War Memorial and Symphony also participated in the press conference. Vice President Bashford stated that with the completion of the solar installation, on top of recent energy efficient lighting and mechanical upgrades, Davies Symphony Hall is now one of the cleanest running performance venues in the country. He noted that the War Memorial is continuing its partnership with the PUC on the Veterans Building Seismic Project, and upon completion of the Project, the Veterans Building will be LEED certified.

MANAGING DIRECTOR'S REPORT

Rental Requests: Ms. Murray stated that rental requests mailed to Trustees are routine and she requested their approval. On motion of Trustee Davis, seconded by Trustee Lui the following resolution was unanimously adopted:

RESOLUTION NO. 14-19

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

Patina Lobby Wedding Reception	September 13, 2014	\$7,250.00
San Francisco Opera Two Women Pre-Tech	Dec. 31, 2014-Jan. 7, 2015	\$9,800.00
Goldman Environmental Foundation 2015 Goldman Awards	April 19, 20, 2015	\$6,875.00

LOUISE M. DAVIES SYMPHONY HALL

San Francisco Symphony 2014-15 Season (partial)	August 29, 2014-Jan. 31, 2015	\$229,200.00 vs 10% \$251,700.00 maximum
Exceptional Artists An Evening with Gordon Lightfoot	October 2, 2014	\$2,500.00 vs 10% \$7,250.00 maximum
SFJAZZ Ana Maura	November 12, 2014	\$2,500.00 vs 10% \$5,000.00 maximum
Square Peg Concerts, LLC Straight No Chaser	December 28, 2014	\$2,500.00 vs. 10% \$7,250.00 maximum
UCSF School of Medicine Graduation Ceremony	May 21, 2015	\$3,500.00

SECRETARY'S REPORT

Revenue, Appropriations and Housekeeping Expenditures Reports for April 2014: Ms. Norris stated that Revenue, Appropriations and Housekeeping Expenditures reports for April 2014 have been distributed to Trustees, and she requested approval of April housekeeping expenditures as submitted. On motion of Trustee Bechtle, seconded by Trustee Wilsey, the following resolution was unanimously adopted:

RESOLUTION NO. 14-20

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM140175 through WM140185 are hereby approved.

COMMITTEE REPORTS**Veterans Building Project Committee:****Veterans Building Seismic Upgrade & Improvements Project:**

Project Construction: Trustee Horn reported that the bi-weekly Veterans Building Project tour on Tuesday, May 6 started by taking the man-hoist to the roof. He noted that the contractor is currently doing lead and asbestos abatement on the roof and that the entire roof and all skylights will be replaced. The tour group then descended

an interior stairwell to the attic fan room which will house cooling system equipment. Trustee Horn stated that upon completion of the project, the entire Veterans Building will be air conditioned.

New shotcrete shear walls, which will extend from the basement to the fourth floor, continue to be installed with the basement, first and second floors completed. He noted that special fans have been installed to ventilate the space between the new shotcrete walls and the Herbst Theatre murals, and that there is regular monitoring of the murals from the scaffolding in the Herbst Theatre.

Trustee Horn also reported that the new generator has been installed in the basement boiler room which will ultimately replace two older and smaller generators and can provide power to the Veterans Building and Opera House for up to 24 hours.

Project Budget: Ms. Murray reported that the Real Estate Division is now pursuing opportunities for the sale of War Memorial transferable development rights (TDR) to cover the \$14.5 million budget shortfall for the Veterans Building Project. She noted that these shortfall funds are required regardless of when TDR sales occur. Ms. Murray stated that she will go before the Capital Planning Committee on Monday, May 12, to request the Committee's recommendation to (1) appropriate the \$14.5 million in revenue from the sales of TDR; and (2) to allow the use of Commercial Paper to fund Veterans Building Project needs until the TDR revenue becomes available. The Capital Planning Committee's recommendation will then go to the Mayor for approval and subsequently to the Board of Supervisors.

Ms. Murray stated that the Veterans Building general contractor has rescheduled installation of the tower crane on the south side of the Veterans Building for later in May. For the 3-day tower crane installation period, the entire north side of the Opera House, including the Memorial Court, horseshoe driveway, parking area behind the Memorial Court and Opera House north stage door will be closed. All access to the Opera House during this 3-day period will be on the south side. Ms. Murray stated that Trustees will be notified of the tower crane dates once they are confirmed.

Ms. Murray reported that staff has been notified that the War Memorial will have to vacate the storage facility at 1 Newhall, where all Veterans Building contents are being stored, earlier than planned. She stated that the storage space was to be available until July 1, 2015, but due to an accelerated timeline for construction of the new Medical Examiner facility at this location, we must move out no later than April 1, 2015. Ms. Murray said that staff is investigating alternative short-term storage space for the spring and summer of 2015.

Presentors Liaison Committee:

Patina Restaurant Group proposed designs for capital investment upgrades to the Opera House Lower Lounge Café and Opera House Dress Circle Lobby.

Trustee Bechtle, Chair of the Presentors Liaison Committee, reported that the Presentors Liaison Committee met on April 24, to continue consideration of Patina's proposed designs for capital investment upgrades to Opera House food and beverage facilities. In particular, the Committee heard from Patina on proposed improvements to the Opera House Dress Circle Lobbies.

Chair Bechtle stated that Patina presented its proposal to invest \$60,000 in Dress Circle lobby upgrades, to include tie-back drapery at the entry to the promenade lobby and at the arched windows; a carpet runner down the length of the promenade; painting the ceiling; new lobby furnishings including cocktail tables, sofas and low backed seating and new banquette and ottoman seating; as well as new food service equipment to expand the Dress Circle menu to include hot offerings. She stated that due to budget limitations, the Committee decided to recommend only redecorating the Dress Circle south promenade lobby and to keep the Dress Circle north promenade lobby as it is, with the addition of any tables and chairs which will no longer be needed on the south side.

Trustee Bechtle also reported that the Committee viewed color palettes and fabrics for the Lower Lounge Café and the Committee expressed its preference for the warm red palette. She stated that Patina has provided larger samples of the selected fabrics in the lower lounge for the Trustees to view after today's meeting.

Trustee Bechtle made a motion to adopt the report of the Presentors Liaison Committee and approve Patina's design concepts for the Dress Circle south promenade lobby, subject to subsequent consideration and approval of specific furnishings, fabrics and materials. Seconded by Trustee Shultz, the following resolution was unanimously adopted:

RESOLUTION NO. 14-21

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby adopts the report and recommendation of its Presentors Liaison Committee and approves Patina Restaurant Group's design concepts for the Dress Circle south promenade lobby, subject to subsequent consideration and approval of specific furnishings, fabrics and materials.

PUBLIC COMMENT

Nelson Lum, Chair of the American Legion War Memorial Commission, invited all Trustees to the May 26 Memorial Day service at the Presidio. Mr. Lum also stated that the American Legion War Memorial Commission is looking into a joint project with a company by the name of Pureti, which company has made an offer to provide training to approximately 10 veterans who can then open their own business and employ additional veterans.

ADJOURNMENT

There being no further business to come before the Board, Vice President Bashford adjourned the meeting at 2:30 p.m.

Jennifer E. Norris
Executive Secretary