

**MINUTES**  
**WAR MEMORIAL BOARD OF TRUSTEES**  
**Thursday, May 14, 2015**

The Board of Trustees of the War Memorial of San Francisco met at 2:00 p.m. on Thursday, May 14, 2015, in the Trustees' Board Room, War Memorial Opera House, President Bashford presiding.

**ROLL CALL**

Present: President Bashford, Vice President Horn, Trustee Bechtle, Trustee Davis, Trustee Myatt, Trustee Pelosi, Trustee Shultz, Trustee Stafford and Trustee Wilsey

Absent: Trustee Lui, Trustee Moscone

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

**APPROVAL OF MINUTES**

President Bashford called for approval of the minutes of the April 9, 2015 Veterans Building Project Committee meeting. On motion of Trustee Wilsey, seconded by Trustee Stafford, the minutes were unanimously approved.

President Bashford called for approval of the minutes of the April 9, 2015 regular meeting of the Board. On motion of Trustee Bechtle, seconded by Trustee Myatt, the minutes were unanimously approved.

**PRESIDENT'S REPORT**

**San Francisco Ballet and Opera Season:** President Bashford stated that the San Francisco Ballet concluded its 2015 Repertory Season on Sunday, May 10 and congratulated the Ballet on a wonderful season. He stated that the San Francisco Opera will open its 2015 Summer Season in the Opera House on June 7 and on behalf of the Board President Bashford extended best wishes to the Opera for a successful summer season.

**MANAGING DIRECTOR'S REPORT**

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

**RESOLUTION NO. 15-20**

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**

Innovation Arts & Entertainment David Sedaris	November 16, 2015	\$2,500.00 vs 10% \$7,250.00 maximum
TechCrunch Crunchies Awards Presentation & Reception	February 8, 2016	\$9,250.00
Reality SF Easter Service	March 27, 2016	\$4,175.00

**LOUISE M. DAVIES SYMPHONY HALL**

San Francisco Symphony 2015-16 Season (Partial)	Sept. 12, 2015-Jan, 31, 2016	\$224,225.00 vs 10% \$249,225.00 maximum
Sephora Company Meeting	September 10, 2015	\$3,500.00
SFJAZZ Brian Wilson	September 11, 2015	\$2,500.00 vs 10% \$5,000.00 maximum
Square Peg Concerts Straight No Chaser	December 29, 2015	\$2,500.00 vs 10% \$7,250.00 maximum
City Church SF Easter Service	March 27, 2016	\$4,175.00
Golden Gate University School of Law Graduation Ceremony	May 13, 2016	\$3,500.00

**HERBST THEATRE**

US Chinese Dance Association "Hui Ban" Dance Drama	October 10, 2015	\$1,250.00
Japan Society of Northern California Nobuyuki Tsujii	October 17, 2015	\$1,250.00
OMNI Foundation for the Performing Arts Concerts	October 22, 2015 February 18, 2016 April 13, 2016	\$3,250.00
California Institute of Integral Studies Matsiyahu	November 6, 2015	\$1,250.00
San Francisco Performances 2015-16 Season	October 30, 2015 November 4, 7, 10, 2015 January 23, 31, 2016 February 12, 20, 25, 27, 2016 March 5, 8, 13, 18, 19, 22, 30, 2016 April 2, 3, 8, 14, 16, 2016 May 6, 14, 21, 2016	\$35,625.00
Theatreworks USA Plays	November 13, 2015 March 3, 17, 2016 April 28, 2016	\$2,800.00
Rotary International District 5150 Rotary World Peace Concert	November 14, 2015	\$1,250.00
Cleantech Open Cleantech Open Global Forum	November 19, 2015	\$1,250.00

KPMG Town Hall Meeting	December 3, 2015	\$2,500.00
The Cole Porter Society Frank Sinatra at 100	December 11, 2015	\$1,250.00
Synergy School Spring Concert	March 23, 24, 2016	\$2,250.00
New Century Chamber Orchestra Concert	May 7, 2016	\$1,250.00

### SECRETARY'S REPORTS

**Revenue, Appropriations and Housekeeping Expenditures Reports for April 2015:** Ms. Norris stated that Revenue, Appropriations and Housekeeping Expenditures reports for April 2015 have been distributed to Trustees, and she requested approval of the April 2015 housekeeping expenditures as submitted. On motion of Trustee Davis, seconded by Trustee Wilsey, the following resolution was unanimously adopted:

#### RESOLUTION NO. 15-21

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM150168 through WM150183 are hereby approved.

### COMMITTEE REPORTS

#### **Veterans Building Project Committee**

**Veterans Building Seismic Upgrade & Improvements Project:** Vice President Horn reported on the bi-weekly tour of the Veterans Building on May 5, 2015.

Vice President Horn stated that the exterior scaffolding and shroud covering the scaffolding have been removed on all sides of the building and the new refurbished exterior is quite striking. He added that the tower crane and exterior man hoist have been removed.

Vice President Horn reported that on the fourth floor, the columns that led into the main gallery of the SFMOMA had been painted over for decades and the original plan was to strip and repaint these columns. When the paint was stripped off, plasterwork in imitation of ornamental marble called "scagliola" was discovered and found to be both beautiful and in good condition. The plan for the columns has now changed and the scagliola finish on the columns will be restored by an artisan available to Pankow. Vice President Horn added that the new southeast stair, being extended from the third to the fourth floor, is now close to completion.

Vice President Horn reported that in Herbst Theatre, new balcony seats have been installed, and the orchestra level seats – which were removed during construction – have been reinstalled. He added that re-painting and re-gilding of the Green Room is well underway and is stunning.

Vice President Horn stated that the project is on schedule for the Veterans Building to reopen in September as planned. Ms. Murray stated that War Memorial staff will move back into the Veterans Building on August 14, 2015, followed by move-in of the American Legion Posts on August 22. She noted that the building will be closed to the public until the first week in September when the punch list process has been completed. The Arts Commission and Grants for the Arts will move into the Veterans Building in mid- to late-September. There will be a ceremonial opening on a date to be confirmed in early September, hopefully with Mayor Lee. This opening will be followed by a community open house where members of the public may tour the renovated Veterans Building. Ms. Murray noted that the first Herbst Theatre performance is tentatively planned for September 29, 2015.

### **PUBLIC COMMENT**

John Patrick McCaffray, a member of American Legion Post 448 and also an architect, stated that he went on the Department of Public Works' tour of the Veterans Building and thinks it is fabulous. Mr. McCaffray thanked the War Memorial Board and Elizabeth Murray for the opportunity.

### **MISCELLANEOUS CORRESPONDENCE**

President Bashford stated that Trustees have received the letter from the American Legion War Memorial Commission requesting a grant of financial support. Trustees have also received a copy of the letter from Elizabeth Murray to the American Legion War Memorial Commission responding to their letter.

### **REGULAR ITEMS**

**San Francisco Symphony request to raise funds for Davies Symphony Hall improvements:** President Bashford stated that Trustees received the letter from the San Francisco Symphony requesting to raise funds for Davies Symphony Hall front-of-house improvements. President Bashford referred this item to the Board's Building Committee for consideration and recommendation.

**San Francisco Opera request to replace Assistive Listening System in the Opera House:** President Bashford stated that Trustees received the letter from the San Francisco Opera requesting to replace the infrared Assistive Listening System in the Opera House with a new radio frequency system which conforms to current California Building Codes and ADA standards. In addition to providing listening assistance, this new system will interface with the Opera's radio frequency system which broadcasts supertitles in spoken word to persons who may be unable to read the supertitles. President Bashford said the Opera will be making an investment of approximately \$28,000 for this Opera House system upgrade.

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

#### **RESOLUTION NO. 15-22**

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby approves the request of the San Francisco Opera to replace the infrared Assistive Listening System in the Opera House with a new radio frequency system which conforms to current California Building Codes and ADA standards.

### **ADJOURNMENT**

There being no further business to come before the Board, President Bashford adjourned the meeting at 2:15 p.m.

Jennifer E. Norris  
Executive Secretary