

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
Thursday, August 13, 2015

The Board of Trustees of the War Memorial of San Francisco met at 2:00 p.m. on Thursday, August 13, 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, and Trustee Stafford

Absent: Trustee Lui, Trustee Moscone, Trustee Shultz and Trustee Wilsey

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

APPROVAL OF MINUTES

President Bashford called for approval of the minutes of the July 21, 2015 Litigation Committee meeting. On motion of Trustee Bechtle, seconded by Trustee Myatt, the minutes were unanimously approved.

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

MANAGING DIRECTOR'S REPORT

Rental Requests: Ms. Murray stated that rental requests include a request from the San Francisco Symphony for their September 24, 2015 opening night gala festivities including use of the Davies Symphony Hall parking lot to install a tent for the gala dinner and party, and use of the Davies Symphony Hall main lobby for a pre-concert promenade. Ms. Murray stated that remaining rental requests are routine and requested their approval. On motion of Trustee Bechtle, seconded by Vice President Horn, the following resolution was unanimously adopted:

RESOLUTION NO. 15-30

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

SF Falun Buddha Study Association	January 5, 2016	\$2,500.00 vs 10%
Shen Yun (added performance)		\$5,000.00 maximum

LOUISE M. DAVIES SYMPHONY HALL

San Francisco Symphony	September 24, 2015	
Opening Night Gala: Parking lot tent and main lobby pre-concert promenade		

California Sunday Magazine	October 8, 2015	\$3,750.00 vs 10%
Pop-up Magazine		\$8,500.00 maximum

San Francisco Girls Chorus Holiday Concert	December 7, 2015	\$2,500.00 vs 10% \$5,000.00 maximum
San Francisco Gay Men's Chorus SF Gay Men's Chorus in Concert	April 13, 14, 15, 2016	\$7,200.00 vs 10% \$12,200.00 maximum
Worldstrides Heritage Performance Programs Student Workshops & Performance	April 18, 2016	\$5,000.00
UCSF School of Medicine Graduation Ceremony	May 15, 2016	\$3,500.00

HERBST THEATRE

KQED Jacques Pepin	October 13, 2015	\$1,250.00
Heroes' Voices Concert to Honor Veterans	November 11, 2015	\$1,750.00
International Geosphere-Biosphere Programme Bella Gaia	December 17, 2015	\$1,250.00
California Institute of Integral Studies Acoustic Africa	March 19, 2016	\$1,250.00
San Francisco Children's Musical Theatre Musical Theatre Performance	April 22, 23, 2016	\$4,500.00

Additional Rental Requests: Ms. Murray stated that additional rental requests include a request from the San Francisco Opera to use the Opera House south taxi ramp driveway in conjunction with their opening night gala on September 11, 2015, for use as an access path for their gala tent located on Grove Street. The Opera also requests use of Opera House lobby areas for pre- and post-opening night performance activities. Ms. Murray stated that one remaining additional rental request is routine and requested their approval. On motion of Vice President Horn, seconded by Trustee Myatt, the following resolution was unanimously adopted:

RESOLUTION NO. 15-31

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

WAR MEMORIAL OPERA HOUSE

San Francisco Opera Opening Night Gala: South Taxi Ramp access and lobby receptions	September 11, 2015	\$3,000.00 Grounds \$1,925.00 Lobby
TechCrunch VIP Cocktail Party & Dinner in Lobby	September 21, 2015	\$7,250.00

SECRETARY'S REPORT

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

RESOLUTION NO. 15-32

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM160001 through WM160035 and Interdepartmental Work Order No. WM16001 are hereby approved.

REGULAR ITEMS

American Legion War Memorial Commission request to install the Veterans Success Center in the Veterans Building: President Bashford stated that Trustees have received a letter from the American Legion War Memorial Commission requesting to install the Veterans Success Center in Veterans Buildings Room 313A and 313B. President Bashford referred this request to the Board's Veterans Committee for consideration and recommendation.

GOOD AND WELFARE

Trustee Myatt stated that with assistance from staff and an outside curator, he would like to install a display explaining the history of the Veterans Building in the Veterans Building lobby area in early 2016.

COMMITTEE REPORTS

Veterans Building Project Committee

Veterans Building Seismic Upgrade & Improvements Project: Vice President Horn stated that bi-weekly tours of the Veterans Building construction project are completed. He stated there is a struggle to get to the project's finish line and, due to several contractor delays, the move-back schedule has had to be pushed back slightly. Ms. Murray explained the revised move-in schedule, including the target date of September 15, 2015 to open the Veterans Building to the public and the target date of September 16, 2015 for a civic re-dedication ceremony.

Litigation Committee

Closed Session for Conference with Legal Counsel for Anticipated Litigation: President Bashford stated that as noticed on today's agenda, the Trustees will meet in closed session with legal counsel on existing litigation regarding space allocation for and facility use by the San Francisco Posts of the American Legion in the Veterans Building.

President Bashford reported that first, the Board will take public comment on all matters pertaining to the closed session. Then the Board will entertain a motion to hold a closed session to confer with the City Attorney pursuant to Government Code Sections 54956.9(d)(1) and San Francisco Administrative Code Section 67.10(d)(1).

Public Comment:

President Bashford asked if there was any public comment relating to any aspect of this agenda item, including whether the Board should confer with the City Attorney in closed session, and whether the Board should disclose any or all of its closed session discussion. There being none, public comment was closed.

Motion to go into Closed Session:

President Bashford stated that attorneys for the petitioner, San Francisco Posts of the American Legion, filed a lawsuit in Superior Court of the State of California on Tuesday, July 28, 2015, naming the City, acting through this board of Trustees, as the respondent. The case name is "In the Matter of San Francisco War Memorial Trust, dated August 19, 1921, as amended June 30, 1928" and the case number is PTR-15-298701.

President Bashford asked for a motion to invoke the attorney-client privilege and go into closed session to confer with or receive advice from the City Attorney pursuant to Government Code Sections 54956.9(d)(1) and San Francisco Administrative Code Section 67.10(d)(1).

On motion of Trustee Bechtle, seconded by Trustee Myatt, the Board of Trustees voted unanimously to convene in closed session pursuant to Government Code Sections 54956.9(d)(1) and San Francisco Administrative Code Section 67.10(d)(1).

CLOSED SESSIONRECONVENE IN OPEN SESSION

President Bashford reconvened the meeting in open session. President Bashford announced that the Board of Trustees took no action that is required to be reported under the Brown Act or Sunshine Ordinance during the closed session. President Bashford called for a motion on whether to disclose the contents of the closed session. On motion of Trustee Myatt, seconded by Trustee Bechtle, the Board of Trustees voted unanimously not to disclose any of the discussion during the closed session.

ADJOURNMENT

There being no further business to come before the Board, President Bashford adjourned the meeting at 4:00 p.m.

Jennifer E. Norris
Executive Secretary