

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR MEETING
Thursday, March 8, 2012

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, March 8, 2012, 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 Moscone, Trustee Pelosi, Trustee Wilsey;

Absent: Trustee Jarman and Trustee Stafford;

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 February 16, 2012 special meeting of the Board. On motion of Trustee Bashford, seconded by Trustee Bechtle, the minutes were unanimously approved.

PRESIDENT'S REPORT

San Francisco Symphony – American Mavericks Festival and Tour: President Shultz reported that the San Francisco Symphony opens its "American Mavericks Festival" tonight in Davies Symphony Hall, with concerts continuing through March 18. She stated the Symphony then continues the festival on tour to Ann Arbor, Chicago and New York through March 30, 2012. On behalf of the Board, President Shultz extended best wishes to the Symphony on its American Mavericks Festival and Tour.

MANAGING DIRECTOR'S REPORT

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

RESOLUTION NO. 12-07

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

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| Minnesota Public Radio | January 4, 5, 11, 12, 2013 | \$9,200.00 vs. 10% |
| A Prairie Home Companion | | \$13,700.00 maximum |

LOUISE M. DAVIES SYMPHONY HALL

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| Foundation for National Progress Pop-Up Magazine | April 25, 2012 | \$2,500.00 vs. 10% \$4,650.00 maximum |
| San Francisco Choral Society Carmina Burana | August 15 – 18, 2012 | \$9,200.00 vs. 10% \$13,700.00 maximum |
| Another Planet Entertainment Diana Krall | August 19, 2012 | \$2,500.00 vs. 10% \$6,750.00 maximum |
| CAMI Music LLC Sretensky Monastery Choir | October 22, 2012 | \$2,500.00 vs. 10% \$6,750.00 maximum |

HERBST THEATRE

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|--------------------------------------------------------------------------------|------------------------------------------------------------|------------|
| The Commonwealth Club Dave Eggers: 21 st Century Visionary Award | March 22, 2012 | \$825.00 |
| City Arts & Lectures Special Events | June 7, 13, 2012 July 17, 2012 | \$2,475.00 |
| San Francisco Opera Center Merola Master Classes | June 12, 26, 2012 July 3, 5, 12, 2012 August 7, 2012 | \$5,675.00 |
| Dancers' Group, Inc. Post: Ballet | July 18 – 21, 2012 | \$3,100.00 |
| Midsummer Mozart Festival Concert | July 22, 29, 2012 | \$1,650.00 |
| Ft. Ross Interpretive Association, Inc. Juno and Avos; A Russian Rock Opera | July 25, 2012 | \$825.00 |
| San Francisco Opera Guild Summer Conservatory Performance | July 27, 2012 | \$825.00 |
| Gay Asian Pacific Alliance Runway 2012 | August 4, 2012 | \$825.00 |
| Stepology 2012 Bay Area Rhythm Exchange | August 17, 18, 2012 | \$1,650.00 |
| Chinese American International School Soli Club Performance | September 9, 2012 | \$825.00 |
| Benicia Performing Arts Foundation Stunz and Farah | September 14, 2012 | \$825.00 |
| Congregation Sha'ar Zahav High Holiday Services | September 16, 17, 2012 September 25, 26, 2012 | \$3,300.00 |

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|--------------------------------------------------------------|---------------------------------------------------------------|------------|
| San Francisco Opera Guild Insight Panel Discussion Series | September 24, 2012 October 3, 15, 2012 October 15, 2012 | \$2,475.00 |
| The Breast Cancer Fund LUNAFEST | September 27, 2012 | \$825.00 |
| The San Francisco Foundation Community Leadership Awards | October 2, 2012 | \$825.00 |
| The Long Now Foundation Steven Pinker | October 8, 2012 | \$1,265.00 |
| Earth Island Institute Brower Youth Awards | October 23, 2012 | \$825.00 |

SECRETARY'S REPORT

Revenue, Appropriations and Housekeeping Expenditures Reports for February 2012: Ms. Norris referred to the Revenue, Appropriations, and Housekeeping Expenditures Reports for February 2012, and requested approval of housekeeping expenditures as submitted. On motion of Trustee Bashford, seconded by Vice President Myatt, the following resolution was unanimously adopted:

RESOLUTION NO. 12-08

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM1200177 through WM1200211 and Interdepartmental Work Order No. REWM1200011 are hereby approved.

REGULAR ITEMS

Arts Commission proposal for temporary installation of Kaneko sculptures on War Memorial premises:

President Shultz stated that Trustees received a copy of the memorandum from Jill Manton of the San Francisco Arts Commission proposing to place two sculptures by artist Jun Kaneko in the sidewalk curved niches in front of the Memorial Court gates from mid-May through early December 2012. President Shultz noted that the Arts Commission proposal included photos of the proposed sculptures and a diagram showing the proposed sculpture locations. President Shultz asked Jill Manton of the San Francisco Arts Commission to address the Trustees on this proposal.

Ms. Manton stated that this proposed temporary installation of sculptures by renowned artist Jun Kaneko is being underwritten by the Bransten Gallery and private donors. She said the temporary installation period would be from May 18 to mid-December 2012, and could be de-installed earlier if there is any conflict with seasonal activities at the Performing Arts Center. She noted the display is particularly well-timed as Jun Kaneko is the set and costume designer for the San Francisco Opera's summer season production of *The Magic Flute* and the proposed black and white sculptures will be a perfect complement to the San Francisco Symphony's June 2, 2012 Black and White Ball. Ms. Manton added that pending consideration and approval by the Recreation & Parks Commission, an additional three to five Kaneko sculptural heads are planned to be installed in Civic Center Plaza during the same time period.

Ms. Manton described the proposed sculptures which are ceramic with a metal base and which measure approximately 9' high by 6' wide by 5' deep including the base. She stated that the Bransten Gallery will maintain required insurance and will be responsible for any maintenance on the sculptures during the temporary installation period.

Ms. Murray stated that staff has reviewed the installation particulars with the Arts Commission and has received enthusiastic response on the proposal from the War Memorial's resident licensees, and stated that staff is recommending approval of the temporary installation proposal.

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

RESOLUTION NO. 12-09

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby approves the San Francisco Arts Commission's proposal to temporarily install two sculptures by artist Jun Kaneko on the sidewalk in front of the Memorial Court gates from mid-May through early December 2012.

War Memorial Ticket Distribution Policy: President Shultz stated that in September 2009, the Board adopted a policy regarding the distribution of tickets and passes by the War Memorial department in accordance with regulations of the California Fair Political Practices Commission (FPPC). She stated that in late 2011, the FPPC revised its regulations regarding the distribution of tickets and accordingly, War Memorial staff has drafted an amended ticket distribution policy reflecting the FPPC regulation changes.

Beth Murray recapped that the Trustees' Ticket Distribution Policy governs the distribution of tickets the War Memorial receives pursuant to the War Memorial's license agreements for use of War Memorial performance venues. The policy describes the public purposes which are accomplished by the distribution of such tickets to public officials and sets forth distribution and reporting procedures. Ms. Murray stated that the Fair Political Practices Commission, a state agency with jurisdiction over ethics rules, recently revised its regulations regarding the distribution of tickets, and staff has drafted an amended Ticket Distribution Policy to reflect the FPPC revisions which were effective January 1, 2012. Ms. Murray summarized the changes incorporated in the amended policy as follows:

- The regulation now explicitly authorizes the distribution of tickets to employees and officials, other than elected officials and members of the War Memorial Board of Trustees, to support employee morale and reward public service.
- Officials receiving tickets can bring one guest with them to an event. Previously, the regulation only authorized officials to bring members of their immediate family.
- The revised regulation provides that the monthly form listing ticket distributions shall now be sent to the FPPC for posting on the FPPC's website, rather than the War Memorial posting the form on its website.
- The revised regulation now requires that we report the distribution of tickets to organizations outside of the City, including 501(c) (3) organizations.
- The revised regulation allow us to list ticket recipients by department or organization rather than individually, with the exception of elected officials and members of the War Memorial Board of Trustees.

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

RESOLUTION NO. 12-10

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby approves the amended Ticket Distribution Policy as prepared by staff effective as of January 1, 2012.

GOOD AND WELFARE

Vice President Myatt reminded the Board that the naming dedication of the Memorial Court Horseshoe Drive as part of the San Francisco Veterans Memorial Project is scheduled for Thursday, May 10, 2012 at 5:30 p.m. He stated that to accommodate this ceremony the regular 2:00 p.m. Board meeting will be re-scheduled to 4:00 p.m.

PUBLIC COMMENT

Nelson Lum, Chair of the American Legion War Memorial Commission, reported that earlier this week, a friend of a veteran who had visited the Veterans Resource Center in the Veterans Building secured a job that had been posted in the Veterans Resource Center. He also reported that the American Legion War Memorial Commission at its last meeting voted to contribute \$500 to the San Francisco Veterans Memorial Project.

ADJOURNMENT

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

Jennifer E. Norris
Executive Secretary