

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR MEETING
Thursday, June 9, 2016

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, June 9, 2016, in the Trustees' Board Room, War Memorial Opera House, President Horn presiding.

ROLL CALL

Present: President Horn, Vice President Bechtle, Trustee Davis, Trustee Levin, Trustee Lui, Trustee Myatt, Trustee Pelosi, Trustee Shultz, Trustee Walker and Trustee Wilsey

Absent: Trustee Moscone

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

APPROVAL OF MINUTES

President Horn called for approval of the minutes of the May 12, 2016 meeting of the Presentors Liaison Committee. On motion of Trustee Shultz, seconded by Trustee Wilsey, the minutes were unanimously approved.

President Horn called for approval of the minutes of the May 12, 2016 regular meeting of the Board. On motion of Trustee Myatt, seconded by Trustee Lui, the minutes were unanimously approved.

PRESIDENT'S REPORT

Introduction of new Trustee:

President Horn stated he is pleased to introduce the newest member of the War Memorial Board of Trustees, Wallace Levin, who was sworn in on Tuesday, June 7, 2016 by Mayor Lee together with Trustee Myatt who was reappointed in March. President Horn stated that Mr. Levin, a third generation San Franciscan, is a Korean War veteran and also served 17 years in the California National Guard Reserve. Mr. Levin has been a licensed California Private Investigator for 35 years and currently works with the Office of the City Attorney. Wallace Levin, who has been commander of an American Legion Post, VFW Post and the Jewish War Veterans, served on the Veterans Affairs Commission for 30 years, as its President five times and Secretary 15 times. President Horn said the War Memorial Board has previously welcomed Mr. Levin to the meetings as an attendee, and today the Board heartily welcomes him as a member of the War Memorial Board of Trustees. President Horn offered Trustee Levin an opportunity to make remarks.

Trustee Levin stated it is a pleasure to be a member of the War Memorial Board of Trustees. He said that his sitting at the table with the other Trustees is a miracle of sorts and no one has been more grateful, happy and excited than he to be put on the board. Trustee Levin said it is an honor to be sitting at the table with such a group of distinguished citizens that have done so much for the city, state and country, and he looks forward to working with the Trustees.

Trustee Myatt stated that for four plus years on every Monday, Beth Murray, Wilkes Bashford, Nelson Lum, Wallace Levin, two or three others and he met to discuss the design, construction and dedication of the Veterans Memorial. Trustee Myatt said that Wilkes Bashford thought highly of Wallace Levin, and he believes Wilkes Bashford would be pleased that Wallace Levin has been appointed to his seat on the board.

In public comment, Paul Cox, Chair of the American Legion War Memorial Commission, congratulated Wallace Levin on being appointed to the War Memorial Board of Trustees and said he looks forward to working with him. Mr. Cox also congratulated Trustee Walker on his recent appointment to the board.

Revised Committee Assignments:

President Horn stated that a list of revised committee assignments has been distributed to Trustees and any Trustee who would like to serve on alternate or additional committees, should please let him know.

Resolution honoring San Francisco Performances Founder and President Ruth Felt:

President Horn stated he is pleased to welcome to the meeting Ruth Felt, Founder and President of San Francisco Performances, who is retiring in the fall of 2016. President Horn said he asked Ms. Felt to attend today's meeting so the Trustees could extend to her heartfelt thanks and commendation for her vision, skill and leadership in creating and leading San Francisco Performances for the last 36 years. President Horn asked Ms. Felt to come forward while he read the proposed resolution in her honor.

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

RESOLUTION NO. 16-24

- Whereas,* **RUTH A. FELT** will retire in the fall of 2016, from San Francisco Performances, the nonprofit organization she created and has lead for thirty-six years; and
- Whereas,* San Francisco Performances, founded by Ruth Felt in 1979, has for 36 years been the primary presenter in the Herbst Theatre and an annual presenter in Louise M. Davies Symphony Hall significantly contributing to the artistic prominence and importance of the San Francisco War Memorial and Performing Arts Center; and
- Whereas,* Ruth Felt, by maintaining extraordinarily high standards and carefully building enduring relationships with the finest classical artist, has guided the San Francisco Performances from its first season presenting seven programs to its 36th season in which it will present over 160 performances and education outreach programs; and
- Whereas,* Ruth Felt has enriched the cultural life of San Francisco through the sheer variety and high quality of her presentations, including both internationally-acclaimed and emerging performing artists in a variety of genres, including chamber music, vocal and instrumental recitals, jazz and contemporary dance; and
- Whereas,* Ruth Felt has created an organization in San Francisco Performances that is highly regarded by artists, managers and colleagues worldwide for its artistic vision, creative risk-taking, unique thematic programs and the ongoing relationships it fosters between artists and the public; and
- Whereas,* Because of Ruth Felt's vision and leadership, San Francisco Performances enters the 2016-17 season financially strong, without a deficit and with invested assets equal to twice their operating budget; and
- Whereas,* Residents of and visitors to San Francisco have been the grateful beneficiaries of Ruth Felt's tenure at San Francisco Performances; now Therefore Be It
- RESOLVED,** By the Board of Trustees of the War Memorial of San Francisco to hereby thank and commend **RUTH A. FELT** for her exemplary vision, skill and leadership at the helm of the organization she founded and directed, San Francisco Performances and for her dedicated service to the cultural community of San Francisco, and extend to her heartfelt best wishes on the occasion of his retirement.

San Francisco Performances' Founder and President Ruth Felt thanked the Trustees for their kind words and said the War Memorial and Performing Arts Center buildings have been her home for over 45 years. Ms. Felt

said she came to the War Memorial Opera House in 1971 as an assistant to Opera General Director Kurt Herbert Adler, and as President of San Francisco Performances began presenting in the Herbst Theatre in 1979 and at Davies Symphony Hall in 1980. She thanked the Trustees for all the work that was completed in the Herbst Theatre and Veterans Building. She noted the improved acoustics and beauty of the Herbst Theatre as well as the transformation of the backstage space which her artists have marveled over. Ms. Felt stated she is very optimistic about the future of San Francisco Performances with Melanie Smith taking over as the new director, and again thanked the Trustees for their resolution. Ruth Felt stated she tells her friends and colleagues that you do not always make the most money working in the arts but it is the most enriching thing you can do if you pursue that.

Vice President Bechtle stated that the Trustees really owe a huge round of thanks to Ruth Felt. It is because of her dynamic personality and hard work that so many world-class artists agreed to come here to perform for Ruth at San Francisco Performances.

MANAGING DIRECTOR'S REPORT

Rental Requests: Ms. Murray stated that rental requests include a request from the San Francisco Opera to tent the parking area behind the Memorial Court and Veterans Building from September 1 to 11, for the Opera Guild's opening night festivities on September 9, 2016. She stated that remaining rental requests are routine and requested their approval.

Under public comment, Ms. Ying Yang, from the San Francisco Falun Buddha Study Association, stated that since the beginning of the year, they have been trying to get two consecutive weeks at the Opera House in January 2017 for Shen Yun performances. She said that last week, she emailed Jennifer Norris and got the same answer, one week in January and one week in July which does not make sense for any performing arts company because you cannot do that six months apart. Ms. Yang said there are 52 weeks in a year and she is sure the board can come up with something to make this minor change happen.

On motion of Trustee Wilsey, seconded by Trustee Myatt, the following resolution was unanimously adopted:

RESOLUTION NO. 16-25

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

San Francisco Opera Opening Night Opera Ball Parking Lot Tent from September 1-11, 2016	September 9, 2016	\$8,150.00
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LOUISE M. DAVIES SYMPHONY HALL

San Francisco Symphony 2016-17 Season – Partial	September 3, 2016 – January 31, 2017	\$231,125.00
Glasgow 3 LLC Tedx Talk	October 5, 6, 2016	\$13,000.00
Square Peg Concerts LLC Straight No-Chaser	December 29, 2016	\$2,500.00 vs 10% \$7,500.00 maximum
GGU Law 2017 Graduation	May 12, 2017	\$3,500.00

UCSF – School of Medicine 2017 Graduation	May 15, 2017	\$3,500.00
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HERBST THEATRE

The Commonwealth Club of California FiveThirtyEight Elections Podcast Live!	June 23, 2016	\$1,250.00
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The Long Now Foundation Programs	July 14, 2016 September 20, 2016	\$2,500.00
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SM Radio Productions, Inc. Stephanie Miller’s Sexy Liberal Comedy Tour	August 6, 2016	\$2,500.00
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Self Help for the Elderly CAIS Soli Club Concert	September 18, 2016	\$1,250.00
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KQED The Moth Live	September 19, 2016	\$1,250.00
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SFJAZZ Ludovico Einaudi	October 4, 5, 2016	\$2,500.00
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The Korea Times San Francisco Sumi Jo	October 25, 2016	\$2,500.00
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KPIX Television CBS 5 Jefferson Awards	January 25, 2017	\$2,500.00
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Earplay Concert	January 30, 2017	\$1,250.00
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San Francisco Gay Men’s Chorus Concerts	February 9, 10, 2017 March 29-April 1, 2017	\$7,000.00
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Theatreworks USA School Programs	February 15, 2017 March 15, 2017 April 26, 2017	\$2,100.00
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Voices of the Valley A Musical Journey	June 23, 2017	\$1,250.00
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WILSEY CENTER FOR OPERA

Merola Opera Program Rehearsals and Coaching	June 8-14 & August 8-18, 2016	\$3,825.00
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San Francisco Opera David Gockley Gala Reception & Dinner	June 15 – 17, 2016	\$5,400.00
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Cypress Performing Arts Foundation Gala Concert & Reception	June 26, 2016	\$1,000.00
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San Francisco Opera Education Department Exploration Workshops	October 1, 2, 2016	\$450.00
Philharmonia Baroque Orchestra Concerts & Receptions	October 17, 18, 2016 January 26, 2017	\$2,850.00

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

RESOLUTION NO. 16-26

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

California Sunday Pop-Up Magazine	November 9, 2016	\$3,750.00 vs 10% \$8,750.00 maximum
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HERBST THEATRE

Another Planet Entertainment Hasan Minhaj	August 26, 2016	\$2,500.00
Community Housing Partnership A Night with the Stars	April 13, 2017	\$1,250.00

Veterans Building Meeting Room Usage: Ms. Murray stated that Trustees received a summary report of actual uses of Veterans Building meeting rooms allocated to the San Francisco Posts of the American Legion covering the eight-month period from October 1, 2015 to May 31, 2016. Ms. Murray stated that veterans' organizations had 72 meeting room usages during May 2016, bringing their year-to-date usage level to 27%; and that for the eight-month period of the report there were 88 days, or 36% of the total days, on which none of the five veteran meeting rooms were used. She noted that the usage level has increased every month since the Veterans Building re-opened.

Trustee Levin said the Trust Agreement states the Board of Trustees shall provide office and meeting room space for the American Legion but it does not say anything about whether that space must be used 100% or 10% of the time. He said the Herbst Theatre, Green Room, Opera House and Davies Hall all have many days when there are no performances and we would all like them to have performances every day. Trustee Levin said the reason veterans are not using their meeting rooms to capacity is something Trustee Myatt brought before this Board a couple of years ago, a chart from the Veterans Administration showing that 20 years ago there were 50,000 veterans in San Francisco, in 2016 they projected 21,000 veterans in San Francisco, and ten years from now there would be 10,000 veterans. He said the bottom line is that the veteran population is decreasing and the only way to fill all of the rooms with veterans is if there is another world war which is not what anyone wants.

Trustee Pelosi stated that it is a question of financial management. He noted there have been requests for office space both from veterans' organizations and others and it is important for the board to have an understanding of what actual usage is and therefore what the demand and requirements should be for such organizations. He said that is the purpose of the report.

Under public comment, Ms. Ying Yang stated that there is some conflict going on between Communist and the free world. She stated she has a letter from the Chinese Consul in San Francisco in which he denounces the

Shen Yun performance, which is in conflict with the positive comments of those who attended the performance in January at the Opera House. She submitted the comments and letter to the Board through the Secretary.

Under public comment, Paul Cox, Chair of the American Legion War Memorial Commission, stated that the report does reflect the increasing use of space by veterans' organizations.

SECRETARY'S REPORT

Revenue, Appropriations and Housekeeping Expenditures Reports for May 2016: Ms. Norris stated that Revenue, Appropriations and Housekeeping Expenditures reports for May 2016 have been distributed to Trustees, and she requested approval of the May 2016 housekeeping expenditures as submitted.

On motion of Trustee Davis, seconded by Vice President Bechtle, the following resolution was unanimously adopted:

RESOLUTION NO. 16-27

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM16250 through WM16269 are hereby approved.

MISCELLANEOUS CORRESPONDENCE

President Horn stated that for information purposes, the meeting agenda lists correspondence received by the Board of Trustees from May 6 through June 2, 2016.

1. Letter dated April 18, 2016, from The Links, Incorporated regarding San Francisco Symphony's discontinuing the Colors of Christmas concerts in Davies Symphony Hall.
2. E-mail letter dated May 26, 2016, from Ann Treboux regarding access to 401 Van Ness Avenue and incidents involving her and the San Francisco Arts Commission.

Under public comment, Paul Cox, Chair of the American Legion War Memorial Commission, stated that on June 2, DLA Piper, the attorney for the American Legion litigation sent a letter to the City Attorney concerning the policy that was passed by the Trustees on May 12, 2016. Mr. Cox said he does not think this letter has been distributed to the War Memorial Board of Trustees and feels it is important that the Trustees see the letter. Mr. Cox said he therefore made copies for the Board and submitted the letter through the Secretary to the Board.

GOOD AND WELFARE

Trustee Levin stated that since we just had Memorial Day, he would like the Board to adjourn today's meeting in memory of the one million Americans killed while serving in the Armed Forces of the United States.

Trustee Levin reported that Roger Dong, former chair of the American Legion War Memorial Commission, had a serious health problem and is recovering. He said it would be nice to convey to Roger that we wish him a speedy recovery. President Horn asked staff to send a letter to Roger Dong sending the board's best wishes and wishing him a speedy recovery.

Trustee Shultz stated that she would like to thank Ruth Felt for bringing grace, prestige and stature to the Herbst Theatre, bringing thousands of people that probably might not have seen Herbst Theatre if not for her. Trustee Shultz said the Board welcomes the new San Francisco Performances director Melanie Smith with great enthusiasm to keep that stature and program going in the wonderful Herbst Theatre. President Horn asked that a welcome letter be sent to San Francisco Performances' new director Melanie Smith.

GENERAL PUBLIC COMMENT

Nelson Lum, Commander of District 8, said that ever since he has been coming to the Board meetings, the veterans have been hearing reports on how often they are utilizing their space. He said the veterans do not understand the formula used in staff's usage reports and he would like to have an opportunity to meet with staff for clarification.

There being no further public comment, President Horn closed public comment. President Horn stated that Mr. Lum is welcome to meet with Beth Murray regarding the monthly reports on veterans' use of Veterans Building space.

ADJOURNMENT

There being no further business to come before the Board, President Horn adjourned the meeting at 2:40 p.m. in memory of the one million Americans killed while serving in the Armed Forces of the United States.

Jennifer E. Norris
Executive Secretary