

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR BOARD MEETING
Thursday, July 13, 2017

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, July 13, 2017, in the Trustees' Board Room, War Memorial Opera House, President Horn presiding.

ROLL CALL

Present: President Horn, Trustee Davis, Trustee Levin, Trustee Lui, Trustee Moscone, Trustee Myatt, Trustee Pelosi, Trustee Shultz, Trustee Walker

Absent: Vice President Bechtle, Trustee Wilsey

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

APPROVAL OF MINUTES

President Horn called for approval of the minutes of the June 8, 2017 meeting of the Building Committee. On motion of Trustee Moscone, seconded by Trustee Shultz, the minutes were unanimously approved.

President Horn called for approval of the minutes of the June 8, 2017 regular meeting of the Board. On motion of Trustee Lui, seconded by Trustee Moscone, the minutes were unanimously approved.

PRESIDENT'S REPORT

President Horn stated that the San Francisco Opera concluded its summer season on July 2, and congratulated the Opera for a wonderful 2016-17 season.

President Horn stated that on July 7, the San Francisco Symphony announced the appointment of Mark. C. Hanson as Executive Director of the San Francisco Symphony, succeeding Brent Assink, who stepped down from the position in March 2017. Mr. Hanson has served as Executive Director and CEO of the Houston Symphony since 2010, and served as President and Executive Director of the Milwaukee Symphony Orchestra from 2004 to 2010. Mr. Hanson will begin his new post on September 1, and the War Memorial Board is looking forward to meeting him in September.

MANAGING DIRECTOR'S REPORT

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

RESOLUTION NO. 17-21

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

HERBST THEATRE

Betty Ann Ong Foundation San Francisco Soli Club Concert	September 10, 2017	\$1,250.00
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IndieBio Demo Day	September 13, 14, 2017	\$4,500.00
MGD Productions Gianmarco	September 16, 2017	\$2,500.00
San Francisco Arts Commission Town Hall Meeting	September 26, 2017	\$1,250.00
Theatre Bay Area TBA Awards Celebration	October 30, 2017	\$1,250.00
Live Nation Worldwide Billy Corgan	November 1, 2, 2017	\$5,000.00
Atilla Glatz Concert Productions Mario Frangoulis	November 3, 2017	\$2,500.00
Golden Gate Symphony Orchestra & Chorus Concerts	November 5, 2017 December 11, 2017 March 24, 2018 June 3, 2018	\$5,000.00
Theatreworks USA Youth Theater	February 20, 2018 March 21, 2018 April 23, 2018	\$2,100.00
American Society of Civil Engineers ASCE Infrastructure Symposium	March 23, 2018	\$1,250.00
Wharton School Graduation Ceremony & Reception	May 5, 2018	\$2,500.00
Tutu School Student Dance Recital	May 6, 2018	\$1,250.00
SFJAZZ 2018 SFJAZZ Festival	June 7-10, 2018	\$5,000.00
Chinese American International School Graduation Ceremony	June 13, 2018	\$1,250.00
<u>WILSEY CENTER FOR OPERA</u>		
Glasgow 3, LLC TEDx Salon	July 22, 2017	\$1,250.00
SFJAZZ Rehearsal	July 28, 2017	\$225.00
San Francisco Opera Merola Auditions	August 4, 2017	\$800.00

Earplay Concerts	February 5, 2018 March 19, 2018	\$1,600.00
American Society of Civil Engineers ASCE Infrastructure Symposium	March 23, 2018	\$1,800.00

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

RESOLUTION NO. 17-22

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

Falun Buddha Study Association Shen Yun – 8 performances	December 31, 2017-January 7, 2018	\$23,350.00 vs 10% \$44,950.00 maximum
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LOUISE M. DAVIES SYMPHONY HALL

Innovation Arts & Entertainment Harry Potter in Concert – 2 nd Show of Day ADDED	August 13, 2017	\$2,500.00 vs 10% \$7,500.00 maximum
Live Nation John Mulaney	October 4 (2 nd show), 5, 2017	\$5,000.00 vs 10% \$15,000.00 maximum

HERBST THEATRE

YMCA of San Francisco Power Scholars Graduation Ceremony	July 19, 2017	\$700.00
Consulate General of the Republic of Korea Korean Music Festival	September 27, 2017	\$1,250.00
Another Planet Entertainment Up & Vanished	October 21, 2017	\$2,500.00
Golden Thread Productions Lianna Haroutounian in Recital	November 25, 2017	\$1,250.00

Director's Report:

Update on Notice of Space Allocation from American Legion War Memorial Commission concerning Swords to Plowshares: Ms. Murray stated that in response to several recent Trustee inquiries, she would like to update Trustees on the status of the Notice of Space Allocation from the American Legion War Memorial Commission concerning Swords to Plowshares.

Ms. Murray stated that at the November 2016 monthly meeting of the Board, President Horn reported receipt of a Notice of Space Allocation from the American Legion War Memorial Commission for Swords to Plowshares seeking to occupy space in the Veterans Building. He reported that because the Commission's Notice was not complete, staff had responded to the Commission requesting their full completion of the Notice. President Horn referred this request to the Veterans Committee and stated that in accordance with the Board's Policy Governing Allocation of Space in the Veterans Building to Patriotic Organizations, within 60 calendar days of receiving a

complete Notice, the Veterans Committee shall meet to review the proposed space allocation and adopt recommendations to the Board.

Ms. Murray stated that on March 27, 2017, we received from the Commission a revised Notice of Space Allocation requesting to install Swords to Plowshares in the Veterans Building, to occupy approximately 6,500 square feet, including 2,300 square feet of space currently allocated to the American Legion Posts and 4,200 square feet of space not allocated to the American Legion Posts. She reported that in early April 2017, President Horn, Veterans Committee Chair Myatt and she met with the Commission and Swords to Plowshares to discuss the space allocation request and to discuss why the Commission was requesting additional space, over the 22,800 square feet of space currently allocated to the Posts, to accommodate Swords to Plowshares. At that meeting it was determined the Commission and Swords to Plowshares would look at accommodating Swords to Plowshares' occupancy in 2nd and 3rd floor space already allocated to the Posts.

Ms. Murray stated that on June 16, 2017, she received from Swords to Plowshares and the Commission two "test fit" Veterans Building occupancies for Swords. One test fit accommodated Swords to Plowshares in a total of 8,500 square feet of space on the 3rd floor, including 2,300 square feet of space currently allocated to the Posts, 4,200 square feet of space not allocated to the Posts, and 1,720 square feet of space currently allocated to and used by the War Memorial and other building occupants. The second test fit accommodated Swords to Plowshares in a total of 8,000 square feet on the 2nd and 3rd floors, all in space currently allocated to the Posts.

Ms. Murray said that staff was expecting to bring this before the Veterans Committee prior to today's full board meeting, however, staff is waiting for the Commission to provide a complete Notice in accordance with the Board's adopted policy. We are also awaiting clarification from the Commission on the proposed space allocation to Swords to Plowshares which includes space previously requested by the Commission and approved by the Board for occupancy by the Korean War Memorial Foundation. She stated that staff is also preparing draft procedures for Veterans Building office space utilization measurement and tracking as referenced in the Board's policy governing Veterans Building space allocation to patriotic organizations.

Ms. Murray stated that upon receipt of the Commission's complete Notice of Space Allocation concerning Swords to Plowshares, a meeting of the Veterans Committee will be scheduled.

President Horn said that when Ms. Murray, Trustee Myatt and he met with representatives of the War Memorial Commission and Swords to Plowshares in April it was communicated that – although it has not come before the Board and the Board has taken no action – he believes the Board would welcome Swords to Plowshares back into the building and would like to consider the matter as soon as possible. President Horn encouraged the Commission to submit the completed Notice of Space Allocation so that the Board can have a committee meeting and then bring it before the full Board of Trustees for discussion and action preferably in August.

Trustee Walker requested information about how Swords to Plowshares proposes to utilize space in the Veterans Building. Ms. Murray responded that this information will be provided by Swords to Plowshares in their letter accompanying the Commission's Notice of Space Allocation and during the presentation to the Veterans Committee.

Trustee Levin stated that he supports negotiating to resolve any problems concerning Swords to Plowshares moving into the Veterans Building and to do what is in the best interest of the veterans, the War Memorial Board and the people of the City and County of San Francisco.

Paul Cox, Chair of the American Legion War Memorial Commission, stated that the Commission is working on completing the paperwork for Swords to Plowshares to move into the Veterans Building and plans to submit it in time for the Trustees' August meeting. Mr. Cox reported that last month the Veterans Success Center had 110 visitors and found jobs for three veterans with one veteran getting a job that will pay \$130,000 per year. He said that while the volume at the Veterans Success Center is not huge, it is affecting the lives of some people. Mr. Cox said that the Commission has booked over 100 uses of meeting rooms for the month of July. He also reported that the Commission recently voted to install Vets in Tech in one of our existing offices on the second floor and he will be submitting information on this new use to the War Memorial soon.

SECRETARY'S REPORT

Revenue, Appropriations and Housekeeping Expenditures Reports for June 2017: Ms. Norris stated that Revenue, Appropriations and Housekeeping Expenditures reports for June 2017 have been distributed to Trustees, and she requested approval of June 2017 housekeeping expenditures as submitted.

On motion of Trustee Lui, seconded by Trustee Shultz, the following resolution was unanimously adopted:

RESOLUTION NO. 17-23

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM17327 through WM17345 and Revenue Transfer 17012 are hereby approved.

REGULAR ITEMS

Planning Department Presentation – Civic Center Public Realm Plan:

President Horn welcomed Nick Perry from the San Francisco Planning Department who will make a presentation on the Civic Center Public Realm Plan which is intended to create a unified vision for long-term improvements to Civic Center's plazas, streets and other public spaces.

Mr. Perry's presentation included a review of the proposed plan area bounded by Market Street, Fell Street, Gough Street, and Turk Street/Golden Gate Avenue, including all of the Civic Center Landmark District. He stated that the Civic Center Public Realm Plan will have specific design focus areas including UN, Fulton and Civic Center Plazas, as well as two areas adjacent to the Performing Arts Center, Grove Street between the Opera House and Davies Symphony Hall, and the west end of the Memorial Court.

Mr. Perry stated that the Civic Center Public Realm Plan will build off recent plans and studies and create one coordinated, interdepartmental plan for long-term improvements to the area's street, plazas, and other public spaces. He noted there are eight City departments working on this plan lead by the Planning Department. The project team will coordinate and build partnerships with Civic Center stakeholders including resident, neighborhood groups, business owners, property owners, cultural/arts organizations and patrons and social service providers. He also noted a current initiative called the Civic Center Commons coordinated by the Mayor's Office of Workforce and Economic Development. This initiative is working to make Civic Center a more inviting and vital part of the neighborhood by beautifying and activating space with the addition of arts engagement and food and beverage opportunities, which engagements should help inform the longer term Public Realm Plan.

In response to an inquiry about funding and timeline, Mr. Perry stated that the Civic Center Public Realm Plan is just a plan at this time, it doesn't yet have funding to execute the plan, nor is there a timeline. After the plan is complete the City may decide to proceed with a light touch scheme or a full blown renovation of the area.

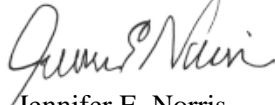
GOOD AND WELFARE

Trustee Lui announced that the *Dream of the Red Chamber* will open in Beijing on September 8, 2017.

Trustee Levin thanked the Trustees for their ongoing financial support of the American Legion Posts through the American Legion War Memorial Commission, with support of over \$1 million over the last 40 years, and funding their relocation expenses of \$284,000 during the Veterans Building renovation. Trustee Levin said, as a veteran, he would like to thank the War Memorial Trustees for this financial support.

ADJOURNMENT

There being no further business to come before the Board, President Horn adjourned the meeting at 2:50 p.m.


Jennifer E. Norris
Executive Secretary