

**MINUTES**  
**WAR MEMORIAL BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**Thursday, October 9, 2014**

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, October 9, 2014, in the Trustees' Board Room, War Memorial Opera House, Vice President Bashford presiding.

**ROLL CALL**

Present: Vice President Bashford, Trustee Bechtle, Trustee Pelosi, Trustee Shultz, Trustee Stafford, Trustee Wilsey

Absent: President Myatt, Trustee Davis, Trustee Horn, Trustee Lui, Trustee Moscone

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

**APPROVAL OF MINUTES**

Vice President Bashford called for approval of the minutes of the September 11, 2014 regular meeting of the Board. On motion of Trustee Shultz, seconded by Trustee Wilsey, the minutes were unanimously approved.

**PRESIDENT'S REPORT**

Vice President Bashford welcomed and congratulated Paul Cox, the newly elected Chair of the American Legion War Memorial Commission.

Vice President Bashford stated that at the request of President Myatt, the performance appraisal of the Managing Director, listed as item #2 on today's agenda, will be deferred for one month to the November meeting.

Vice-President Bashford stated that the San Francisco Veterans Memorial will be formally dedicated at a ceremony tomorrow, October 10, at 3:00 p.m. Participants in the dedication ceremony will include former Secretary of State George Shultz, United States Senator Dianne Feinstein, Mayor Ed Lee and former Mayor Willie L. Brown, Jr. Vice-President Bashford said participants and guests will be able to walk through and experience the memorial following the ceremony.

**MANAGING DIRECTOR'S REPORT**

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

**RESOLUTION NO. 14-37**

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 Ballet	December 8, 2014-May 10, 2015	\$219,050.00
2014 Nutcracker & 2015 Repertory Season		

Presidio Performing Arts Foundation Dancing Across Cultures	May 4, 2015	\$2,500.00
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### **LOUISE M. DAVIES SYMPHONY HALL**

Live Nation Comedy Touring Bill Burr (second show)	October 4, 2014	\$2,500.00 vs. 10% \$7,250.00 maximum
Patina Catering Monique Zmuda Retirement Party	October 16, 2014	\$3,500.00
San Francisco Symphony 2014-15 Season (partial)	February 1-May 31, 2015	\$190,725.00 vs 10% \$218,225.00 max.

### **SECRETARY'S REPORT**

**Revenue, Appropriations and Housekeeping Expenditures Reports for September 2014:** Ms. Norris stated that Revenue, Appropriations and Housekeeping Expenditures reports for September 2014 have been distributed to Trustees, and she requested approval of September housekeeping expenditures as submitted. On motion of Trustee Shultz, seconded by Trustee Wilsey, the following resolution was unanimously adopted:

#### **RESOLUTION NO. 14-38**

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM150058 through WM150080 are hereby approved.

### **COMMITTEE REPORTS**

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

##### **Veterans Building Seismic Upgrade & Improvements Project:**

Elizabeth Murray reported on the bi-weekly Veterans Building tours on September 23 and October 7. Ms. Murray stated there is continued progress on replacements of attic skylights and attic catwalks; interior work, including framing and plastering are taking place on all floors; and Herbst Theatre ceiling painting is underway.

Ms. Murray stated the official opening of the renovated Veterans Building will be during the time period August 16-20, 2015, with Herbst Theatre opening on September 1, 2015.

Ms. Murray reported that due to changes in the construction schedule of the new Medical Examiner's office at 1 Newhall, the War Memorial's current storage facility, the War Memorial must move out of the facility by April 1, 2015. She stated that an alternate storage warehouse has been identified at the Presidio, and staff is currently in discussion with the Presidio about renting this space for a 6-7 month period beginning March 1, 2015.

### **REGULAR ITEMS**

#### **Request from Opera, Symphony and Ballet to renew Preferred Wine Partnership:**

Vice President Bashford stated that Trustees have received a copy of the letter from the San Francisco Symphony requesting that the Symphony, Opera and Ballet be permitted to renew their preferred wine partnership with E&J Gallo Winery for the 2014-15 performance season. Ms. Murray provided background information noting that in 2008, the Board of Trustees adopted a resolution authorizing the San Francisco Symphony, Opera and Ballet to offer as part of their Wine Sales Opportunity Proposal the exclusive pourage rights of red, white and sparkling wines at all intermission bars in the Opera House, Davies Symphony Hall and

Herbst Theatre. This approval was subject to conditions including: 1) that costs to the War Memorial's concessionaire for wine products to be sold at intermission bars shall be similar to and no higher than the concessionaire's current wine products costs; 2) that such authorization would apply to a three-year period only, and Symphony/Opera/Ballet must get subsequent approval from the board for any extensions or new wine partnerships following the three-year period; and 3) that all on-site signage or displays recognizing the wine partner are subject to War Memorial approval. In 2009, the Symphony, Opera and Ballet entered into a wine partnership arrangement with E&J Gallo Winery for the three-season period from September 2009 to August 2012. In September 2012, the Symphony, Opera and Ballet requested, and the Board of Trustees approved, the extension of this wine partnership – and extension of exclusive pourage rights – for an additional two-year period, through the 2013-14 season.

Ms. Murray stated that under this wine partnership arrangement, the Symphony, Opera and Ballet receive in-kind wine donations from E&J Gallo for special events, and in exchange, Gallo works with the War Memorial's concessionaire, Patina Catering, to feature Gallo's portfolio of wines at intermission bars, including the exclusive house wine and a variety of other call wines.

Ms. Murray stated that the Symphony, Opera and Ballet are now requesting authorization from the War Memorial to renew their preferred wine partnership for one additional season. If approved, this would grant E&J Gallo Winery exclusive wine pourage rights in the Opera House and Davies Symphony Hall through the 2014-15 Season.

Anne Johnson, Director of Development for San Francisco Symphony, addressed the Trustees stating the seven-year relationship with E&J Gallo had been beneficial for all parties and requesting the Trustees' approval of the extension of the wine partnership through 2014-15. She stated that the Symphony, Opera and Ballet plan to seek a new wine partner for 2015-16 and going forward.

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

**RESOLUTION NO. 14-39**

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby approves the request of the Symphony, Opera and Ballet to grant exclusive pourage rights of red and white wines at intermission bars in the Opera House and Davies Hall for the 2014-15 performance season as part of the renewed Symphony/Opera/Ballet preferred wine partnership with E&J Gallo subject to the conditions set forth in the Trustees' original approval of the preferred wine partnership.

**GOOD AND WELFARE**

Trustee Shultz noted that the newly completed San Francisco Veterans Memorial is a wonderful tribute to our fallen veterans, and she thanked General Myatt, Wilkes Bashford, Beth Murray and the remainder of the Veterans Memorial Working Committee for their tireless work in making the promise come true. Trustee Shultz also thanked all of the private contributors, in particular the Bechtel Foundation and family, for their generous support of this important project.

**PUBLIC COMMENT**

Paul Cox, newly elected Chair of the American Legion War Memorial Commission, stated that he looks forward to working with the War Memorial Trustees and staff during the coming year.

**ADJOURNMENT**

There being no further business to come before the Board, Vice President Bashford adjourned the meeting at 2:30 p.m.

Jennifer E. Norris  
Executive Secretary