

**MINUTES**  
**WAR MEMORIAL BOARD OF TRUSTEES**  
**REGULAR BOARD MEETING**

**Thursday, March 8, 2018**

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, March 8, 2018, in the Trustees' Board Room, War Memorial Opera House, President Bechtle presiding.

**ROLL CALL**

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

Absent: Trustee Lui, Trustee Moscone, Trustee Pelosi

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

**APPROVAL OF MINUTES**

President Bechtle called for approval of the minutes of the February 13, 2018 meeting of the Budget and Finance Committee. On motion of Trustee Wilsey, seconded by Trustee Myatt, the minutes were unanimously approved.

President Bechtle called for approval of the minutes of the February 15, 2018 special meeting of the Board. On motion of Trustee Wilsey, seconded by Trustee Horn, the minutes were unanimously approved.

**MANAGING DIRECTOR'S REPORT**

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

**RESOLUTION NO. 18-12**

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

**DAVIES SYMPHONY HALL**

Another Planet Entertainment My Favorite Murder	October 28, 2018	\$2,750.00 vs 10% \$7,900.00 maximum
San Francisco Symphony 2017-18 Season (Partial)	Jun 1, 2018, 2017 – Aug 31, 2018	\$69,200.00

**HERBST THEATRE**

Commonwealth Club of California Sean Penn	April 9, 2018	\$1,250.00
San Francisco Opera Center Orchestra Rehearsals	August 15, 16, 2018	\$2,100.00

Congregation Sha'ar Zahav 2018 High Holidays	September 9, 10, 18, 19, 2018	\$5,200.00
Educational Media Group One Day University Short Film Festival	September 22, 2018	\$4,400.00
InterMusic SF SF Music Day	September 30, 2018	\$1,300.00
Philharmonia Baroque Orchestra Concerts	October 5, 2018 November 9, 2018 December 7, 2018 February 8, 2019 March 8, 2019 April 12, 2019	\$7,800.00
Another Planet Entertainment Improvised Shakespeare Company/ Tallest Man on Earth	November 2, 27, 2018	\$5,200.00

**WILSEY CENTER FOR OPERA**

San Francisco Ballet Open Orchestra Rehearsal Board Meeting	March 15, 2018 April 18, 2018	\$1,025.00
San Francisco Opera Center Merola Grand Finale Rehearsals	August 6-14, 2018	\$1,500.00
San Francisco Opera Exclusive Use Period #2 Board Meetings Exclusive Use Period #3a Education Workshops Exclusive Use Period #3b	August 20-September 9, 2018 September 20, November 15, 2018 October 29-November 11, 2018 November 24, 25, 2018 November 27-December 2, 2018	\$22,900.00
InterMusic SF SF Music Day	September 30, 2018	\$1,800.00
San Francisco Dance Film Festival Festival Launch Screening & Reception	October 4, 2018	\$1,050.00
Chanticleer 40 <sup>th</sup> Anniversary Concert & Reception	October 17, 2018	\$1,050.00
San Francisco Contemporary Music Players Concert	October 20, 2018	\$800.00
Symphony Parnassus Concerts	November 18, 2018 January 27, 2019 April 7, 2019	\$3,150.00

San Francisco Opera Guild December 11, 12, 13, 2018 \$2,400.00  
Lucinda y las Flores de la Nochebuena

### **SECRETARY'S REPORT**

**Revenue, Appropriations and Housekeeping Expenditures Reports for February 2018:** Ms. Norris stated that Revenue, Appropriations and Housekeeping Expenditures reports for February 2018 have been distributed to Trustees, and she requested approval of February 2018 housekeeping expenditures as submitted.

On motion of Trustee Horn, seconded by Trustee Davis, the following resolution was unanimously adopted:

#### **RESOLUTION NO. 18-13**

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. PO151023 through PO153984 are hereby approved.

Ms. Norris reminded Trustees that they must file their annual FPPC Statement of Economic Interest Form 700 as well as complete the Ethics and Sunshine Ordinance trainings by April 2, 2018.

### **REGULAR ITEMS**

**Patina Restaurant Group – Opera House North Box Bar service format:** President Bechtle stated that Trustees have received a letter from the Patina Restaurant Group requesting to change the service format and hours for the Opera House North Box Bar and Lobby.

Brian Crowell, Patina General Manager at the War Memorial, stated that Patina would like to implement the following on a trial basis:

- Change the hours for the Opera House North Box Bar and Lobby to match those of lower lounge Café at the Opera, open 2 hours pre-performance and all intermissions
- Create a menu that is unique to the space featuring tapas and small plate options
- Improve the reservations system, moving to the Open Table, the same web-based format used for Café at the Opera.

Following discussion and on motion of Trustee Horn, seconded by Vice President Walker, the following resolution was unanimously adopted:

#### **RESOLUTION NO. 18-14**

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby approves the request of the Patina Restaurant Group to change the service format and hours for the Opera House North Box Bar and Lobby.

**Symphony request to install season ticket renewal campaign graphics:** President Bechtle stated that Trustees have received a letter from the San Francisco Symphony requesting to install 2018-19 season ticket renewal campaign graphics in Davies Symphony Hall from mid-March through June 30, 2018. Following discussion and on motion of Trustee Wilsey, seconded by Vice President Walker, the following resolution was unanimously adopted:

#### **RESOLUTION NO. 18-15**

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby approves the request of the San Francisco Symphony to install 2018-19 season ticket renewal campaign graphics in Davies Symphony Hall from mid-March through June 30, 2018.

**GOOD AND WELFARE**

Trustee Myatt said he appreciated the Trustees allowing Mr. Dana Lombardy to speak at the February 15 meeting about World War I issues and the exhibits to be installed in the Veterans Building.

Trustee Horn said that today Thursday, March 8, is International Women's Day. Trustee Horn noted that the War Memorial Board of Trustees is comprised of a majority of women; the President of the Board is a woman; and the Managing Director and Assistant Managing Director are women, and he thinks this is the reason the War Memorial department runs so well.

**PUBLIC COMMENT**

President Bechtle stated this is an opportunity for members of the public to directly address the Trustees on items within the subject matter jurisdiction of the Board but not on the agenda. Members of the public may address the Board for up to three minutes.

Michael Petrelis spoke on subject matter outside the jurisdiction of the Board.

Ben Becker spoke on subject matter outside the jurisdiction of the Board.

**ADJOURNMENT**

There being no further business to come before the Board, President Bechtle adjourned the meeting at 2:40 p.m.



Jennifer E. Norris  
Executive Secretary