

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
PRESENTORS LIAISON COMMITTEE / SPECIAL MEETING

Thursday, July 12, 2018

The Presentors Liaison Committee of the Board of Trustees of the War Memorial of San Francisco met at 1:00 p.m. on Thursday, July 12, 2018, in the Trustees' Board Room, War Memorial Opera House, Chair Horn presiding.

ROLL CALL

Committee Members Present: Chair Horn, Trustee Lui, Trustee Shultz, President Bechtle, *Ex officio*, Vice President Walker, *Ex officio*

Non-Committee Members Present: Trustee Levin, Trustee Myatt

Committee Members Absent: Trustee Moscone, Trustee Wilsey

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

REGULAR ITEMS

San Francisco Symphony request to replace/upgrade Davies Symphony Hall lobby furnishings:

Chair Horn stated that the Symphony has submitted two requests concerning the proposed replacement of Davies Symphony Hall lobby furnishings, including both non-café furnishings and café furnishings. He noted that as noted in the Symphony's July 5, 2018 letter, many, if not most, of the current lobby furnishings in Davies Symphony Hall are over 30 years old and are in need of upgrading. He said that earlier this year, the San Francisco Performing Arts Center Foundation committed up to \$200,000 to share in the cost of replacing lobby furnishings. Chair Horn stated that the two requests before the Committee today are: 1) to consider and adopt recommendations on the Symphony's proposed furniture line selections for non-café lobby furnishings; and 2) to consider and adopt recommendations on the Symphony's proposed use of \$65,000 from the Symphony Facility Enhancement Fee Fund for furniture design fees. Chair Horn said that these are the first steps of the furniture replacement project, and subsequent steps, including furniture layout, color and fabrics, will be submitted to and considered by the committee at a later date.

Chair Horn asked Andrew Dubowski, Symphony Director of Operations, and Kate Sautter, Symphony Associate Director of Front of House Services, to present the Symphony's proposed furniture line selections for Davies Symphony Hall lobby furnishings.

Ms. Sautter stated that the Symphony has been working with Huntsman Architectural Group on the furnishings project with the objective of refreshing lobby furnishings and creating new intimate lobby seating to improve the patron experience. She said that the furnishings project includes two phases, the first for non-café furnishings, and the second phase for café furnishings. She noted that the War Memorial is participating in the furniture project working sessions and that Global Gourmet, the War Memorial's new food and beverage concessionaire, will participate in the café furnishings phase.

Ms. Sautter presented the Bernhardt "Finale" line of furnishings to be utilized in the Davies Symphony Hall Loge Lobby, replacing existing furniture in the lobby's six alcoves. She also presented the Davis "Modo" and Davis "Kontour" couches which they propose to utilize in the orchestra, first and second tier lobbies, replacing the existing long purple benches.

Ms. Sautter said the Symphony plans to return to the Committee in September 2018 to review furniture colors, fabrics, textures, and layout. She noted that the furniture order will take six weeks and they are currently targeting installation of new non-café furnishings by the end of February 2019.

Following discussion, a motion was made by Trustee Shultz and seconded by Trustee Lui to recommend to the full Board the approval of the Symphony's proposed furniture line selections for Davies Symphony Hall lobby furnishings, and the following recommendation was unanimously adopted.

RECOMMENDED, By the Presentors Liaison Committee to the Board of Trustees of the War Memorial of San Francisco to approve the San Francisco Symphony's proposed furniture line selections for Davies Symphony Hall non-café lobby furnishings subject to the Symphony returning to the Committee with proposals for furniture colors, fabrics, textures, and layout.

Use of Symphony Facility Fee Enhancement Fund for Davies Symphony Hall Lobby Furnishings

Upgrade:

Chair Horn stated that Committee members received the letter from the San Francisco Symphony proposing to use \$65,000 from the Symphony's Facility Enhancement Fee Fund for design fees related to the replacement of Davies Symphony Hall lobby furnishings. He said Trustees will recall that in February 2017, the Trustees approved the Symphony's initiating a per ticket Facility Enhancement Fee effective with the sale of 2017-18 Symphony Season tickets to fund facility enhancements that will improve the patron experience, with all uses of the fund to be approved by the War Memorial Board of Trustees.

Following discussion, a motion was made by President Bechtle and seconded by Trustee Lui to recommend to the full Board the approval of the Symphony's proposed use of \$65,000 from the Symphony Facility Enhancement Fee Fund for design fees related to replacement of Davies Symphony Hall lobby furnishings, and the following recommendation was unanimously adopted.

RECOMMENDED, By the Presentors Liaison Committee to the Board of Trustees of the War Memorial of San Francisco to approve the Symphony's proposal to use \$65,000 from the Symphony Facility Enhancement Fee Fund for design fees related to replacement of Davies Symphony Hall lobby furnishings.

Global Gourmet Concession Menus and Pricing:

Chair Horn stated that Committee members received Global Gourmet's proposals for café and concessions menus and pricing in the War Memorial buildings effective August 1, 2018. He asked Garo Eldemir, Global Gourmet Senior Venue Manager and Beverage Director, to present and provide comments on the proposal.

Garo Eldemir reviewed Global Gourmet's menu and pricing proposals, noting that the stated menus are a snapshot at this time and will change over time depending on season, patron response and performance theme. He stated that pricing changes include adjusting and increasing price ranges to provide for a greater and improved variety of concession items. Mr. Eldemir commented on the proposed Opera House buffet price increase of \$3.00, from \$45.00 to \$48.00, noting that the buffet will now have a chef-manned station for carving, making pasta and other items. He added a new proposal is to provide a half-price dessert option to patrons who have ordered the buffet whereas previously the dessert was at full price.

Following discussion, a motion was made by Trustee Lui and seconded by Vice President Walker to recommend to the full Board the approval of Global Gourmet's proposal for café and concessions menus and pricing in the War Memorial buildings effective August 1, 2018, and the following recommendation was unanimously adopted.

RECOMMENDED, By the Presentors Liaison Committee to the Board of Trustees of the War Memorial of San Francisco to approve Global Gourmet's proposals for café and concessions menus and pricing in the War Memorial buildings effective August 1, 2018.

ADJOURNMENT

There being no further business, Chair Horn adjourned the meeting at 1:30 p.m.


Jennifer E. Norris
Executive Secretary