

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR MONTHLY MEETING

Thursday, March 13, 2008

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, March 13, 2008, in the Trustees' Board Room, War Memorial Opera House, Vice President Bechtle presiding.

ROLL CALL

Present: Vice President Bechtle, Trustee Bashford, Trustee Farrow, Trustee Jarman, Trustee Moscone, Trustee Pelosi, and Trustee Tsakopoulos-Kounalakis;
Absent: President Horn, Trustee Davis, Trustee Myatt, and Trustee Shultz.
Staff Present: Elizabeth Murray, Managing Director
Gregory Ridenour, Assistant Managing Director/Executive Secretary

APPROVAL OF MINUTES

Vice President Bechtle called for approval of the minutes of the February 14, 2008 regular meeting of the Board. On motion of Trustee Moscone, seconded by Trustee Bashford, the minutes were unanimously approved.

MANAGING DIRECTOR'S REPORT

Rental Requests: Ms. Murray reported that rental requests mailed to Trustees are routine and requested their approval. On motion of Trustee Moscone, seconded by Trustee Bashford, the following resolution was unanimously adopted:

RESOLUTION NO. 08-12

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

HERBST THEATRE

Art Institute of California at SF AiCA-SF Animation Festival	May 30, 2008	\$630.00
Kinsey Sicks Comedy Show	July 11, 2008	\$750.00
Another Planet Entertainment Kimya Dawson	April 25, 2008	\$1,100.00
Presidio Hill School Rehearsal and Performance of School Play	February 11, 12, 13, 2009	\$2,250.00

New Century Chamber Orchestra 2008-09 Season	September 13, 2008 December 13, 2008 March 5, 2009 May 19, 2009	\$3,000.00
Instituto Familiar de la Raza Ms. And Mr. Safe Latino 2008	June 26, 2008	\$630.00
James Byrd Jr. Racism Oral History Project 10 th Anniversary Event to Promote Racial Healing	June 22, 2008	\$630.00
Midsummer Mozart Festival Concerts	July 18, 25, 2008	\$1,500.00

Additional Rental Requests: Ms. Murray requested approval of additional rental requests as submitted. On motion of Trustee Farrow, seconded by Trustee Moscone, the following resolution was unanimously adopted:

RESOLUTION NO. 08-13

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

Goldenvoice Kids in the Hall, sketch comedy troupe	May 10, 2008	\$2,100.00 vs. 10% \$6,000.00 maximum
Goodby Silverstein & Partners 25 th Anniversary Gala Stage presentation and reception	May 8, 2008	\$6,000 plus catering percentage

LOUISE M. DAVIES SYMPHONY HALL

Oberlin Conservatory of Music Oberlin Symphony Orchestra Concert	January 25, 2009	\$2,200.00 vs. 10% \$4,400 maximum
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SECRETARY'S REPORT

Revenue, Appropriations and Status of Building Projects Reports for February 2008: Mr. Ridenour referred to the Revenue, Appropriations, and Status of Building Projects Reports for February 2008, and requested a resolution to approve housekeeping expenditures as submitted. On motion of Trustee Farrow, seconded by Trustee Moscone, the following resolution was unanimously adopted:

RESOLUTION NO. 08-14

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM080319 through WM080350, and Interdepartmental Work Order Nos. REWM080017 and REWM080018, are hereby approved.

COMMITTEE REPORTS

Special Committee of the Whole - Veterans Building Seismic Upgrade/Improvements Project: In the absence of President Horn, chair of the newly established Special Committee of the Whole on the Veterans Building Seismic Upgrade and Improvements Project, Vice President Bechtle provided a brief report on the Committee's first meeting on February 27, 2008:

1. **City Capital Planning - Veterans Building Project:** President Horn provided the Committee with a brief recap of the financing plan included in the City's 10-year capital plan for the Veterans Building seismic and life safety project. Based on this plan, the project is targeted to start in mid-2009 with a two-year design/development phase, followed by a two-plus year construction period beginning in late 2011 and continuing through the end of 2013 or early 2014. President Horn reiterated that the City's capital funding provides only for seismic, life safety and code-mandated upgrades. The City plan does not provide funds for other building upgrades or improvements; the War Memorial and building occupants must fund any such improvements from other sources.
2. **Hearing and Discussion - Veterans Building Space Programming and Utilization:** The second item on the Committee's agenda was a hearing on proposals and plans for future Veterans Building space programming and utilization. President Horn recapped that during the last year, the War Memorial met with War Memorial Trust beneficiaries and other parties to solicit input about their needs and proposals for post-retrofit uses of Veterans Building space. He stated that Trustees previously received copies of related correspondence with both the American Legion War Memorial Commission and the San Francisco Museum of Modern Art, beneficiaries of the Trust as regards the Veterans Building, and he said that advance notices of this Committee meeting were sent to each of the Commission and Museum inviting their input and participation. It was noted that no representative from the San Francisco Museum of Modern Art was present to address the Committee.

The Committee heard from LeRue Grim, Chair of the American Legion War Memorial Commission, as well as from representatives from seven American Legion Posts, regarding Post programming proposals and Veterans Building space needs. The Committee was informed that the War Memorial Commission has created a special committee, to be chaired by Captain Michael Gerold, Commander of American Legion Post 911, to gather information on Posts' plans and proposals, and to review Veterans Building space utilization and needs. President Horn encouraged Captain Gerold and his committee to meet with War Memorial staff on the Posts' specific needs and plans for office and meeting room space in the Veterans Building.

Due to time, the Committee did not have the opportunity to hear from representatives of the San Francisco Opera and others who were present at the meeting. President Horn continued the hearing and discussion on Veterans Building planning, and the meeting was adjourned to meet at the call of the chair.

Vice President Bechtle stated that Trustees have received copies of all items that were distributed and received at the Committee meeting. Vice President Bechtle stated that Trustees have also received copies of two correspondence items on this matter that were received subsequent to the Committee meeting: 1) letter addressed to members of the American Legion War Memorial Commission from Commission Chair LeRue Grim, giving his summary of the February 27, 2008 Committee meeting; and 2) letter addressed to "Friends" from Michael Gerold, Commander of American Legion Post 911, concerning the work of the Commission's recently created committee and communications with the Board of Trustees. Vice President Bechtle referred these two letters to the Board's Special Committee on the Veterans Building Upgrade.

GOOD AND WELFARE

Gregory Ridenour, Assistant Managing Director, Announces Retirement: Mr. Ridenour informed the Trustees that he will retire as of August 4, 2008. Mr. Ridenour stated:

“I wish to inform Trustees that I have decided to retire. After 25 years with the City, 17 with the War Memorial in two tours of duty, I am ready to do something different.

“This was a difficult decision to make. I am very attached to this place. I believe that arts and especially performing arts make a huge contribution to the cultural life, but also to the economic life of the community. I have the greatest respect for the members of the Board, present and past, who have worked so conscientiously to protect and enhance these facilities. And what a gift San Franciscans gave to themselves and the world when they decided that the best way to honor the San Franciscans who had served during World War I would be with a living memorial, a home for visual and performing arts.

“I have had the opportunity to meet and work with some great folks. I will miss the opportunity to be part of the upgrade and improvement of the Veterans Building. And I will miss the opportunity to share with visitors the history of these buildings. Plus, I have the second best parking place in the City if not the world.

“In the short term, I have a lot of work to do on my house here in the City. I hope to visit some friends and family that I haven’t seen for awhile, like my mother. And I might even play a round of golf on a weekday. Longer term, I hope to spend some time in New Orleans, volunteering with Habitat for Humanity and helping to rebuild that community, and perhaps return there to live. I have been doing theatre since the 4th grade. I hope to find opportunities to do that again in a direct and hands on way.

“My retirement date is set for August 4. I expect my last day in the office will be July 18. Naturally, I will do everything I can to make the transition smooth.”

MISCELLANEOUS CORRESPONDENCE

Letter commending War Memorial Staff: Vice President Bechtle stated that Trustees have received a copy of a letter to President Horn from Mrs. Arlene Sullivan commending and thanking the War Memorial custodial and office staff for their honesty, integrity and professionalism in helping to recover her gold and diamond ring, which she lost at the Opera House on January 23, 2008. In particular, Mrs. Sullivan notes her appreciation for the efficient assistance provided to her by Joyce Furlough, executive secretary to Greg Ridenour. On behalf of the Board, Vice President Bechtle stated that the Trustees join Mrs. Sullivan in acknowledging and thanking Joyce Furlough and the War Memorial Custodial staff for their exceptional handling of this matter.

American Legion War Memorial Commission Letter: Vice President Bechtle stated that as was previously noted under Committee Reports, this letter has been referred to the Board’s Special Committee on the Veterans Building Upgrade.

ADJOURNMENT

There being no further business, Vice President Bechtle adjourned the meeting at 2:25 p.m.

Gregory P. Ridenour
Executive Secretary