

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR MONTHLY MEETING

Thursday, June 10, 2010

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, June 10, 2010, in the Trustees' Board Room, War Memorial Opera House, Vice President Shultz, presiding.

ROLL CALL

Present: Vice President Shultz, Trustee Bashford, Trustee Davis, Trustee Jarman, Trustee Horn, Trustee Myatt, Trustee Pelosi, Trustee Wilsey;

Absent: President Bechtle, Trustee Moscone;

Staff Present: Elizabeth Murray, Managing Director
Jennifer Norris, Assistant Managing Director/Executive Secretary

APPROVAL OF MINUTES

Vice President Shultz called for approval of the minutes of the May 13, 2010 regular meeting of the Board. On motion of Trustee Wilsey, seconded by Trustee Horn, the minutes were unanimously approved.

PRESIDENT'S REPORT

San Francisco Symphony - Black & White Ball: Vice President Shultz reported that the San Francisco Symphony held its bi-annual Black & White Ball on Saturday, May 22, 2010, and on behalf of the Board, she congratulated the Symphony on a tremendously successful event. Vice President Shultz also acknowledged and thanked the War Memorial staff for their hard work in coordinating and providing necessary services for the Black & White Ball.

MANAGING DIRECTOR'S REPORT

Rental Requests: Ms. Murray reported that rental requests mailed to Trustees include a request from the Office of Supervisor Chris Daly to use the Herbst Theatre on July 17, 2010, for a District 6 Symposium as well as a request for a rental waiver of this activity. She stated that the request for rental waiver is consistent with the Board's practice of waiving the rent fee for official City meetings. Ms. Murray stated that remaining rental requests are routine and requested their approval. On motion of Trustee Horn, seconded by Trustee Wilsey, the following resolution was unanimously adopted:

RESOLUTION NO. 10-18

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

LOUISE M. DAVIES SYMPHONY HALL

San Francisco Performances	April 6, 7, 2011	\$3,600.00 vs. 10%
Silk Road Ensemble		\$5,600.00 maximum

Maestro Artist Management Denis Matsuev	May 15, 2011	\$2,500.00 vs. 10% \$6,500.00 maximum
UCSF School of Medicine 2011 Commencement Ceremony & Reception	May 16, 2011	\$3,900.00
Golden Gate University School of Law 2011 Commencement Ceremony & Reception	May 17, 2011	\$3,900.00
Lick Wilmerding High School 2011 Graduation Ceremony	June 3, 2011	\$3,250.00

VETERANS BUILDING LOBBY

San Francisco Tenants Union Progressive Primary	July 17, 2010	\$200.00
--	---------------	----------

HERBST THEATRE

Office of Supervisor Chris Daly District 6 Symposium	July 17, 2010	Rental waiver
New Century Chamber Orchestra Open Rehearsals/Concert	September 20, 2010 November 15, 2010 January 27, 2011 January 29, 2011 March 22, 2011	\$4,000.00
City Arts & Lectures Special Events	November 22, 2010 December 5, 2010	\$1,600.00
Urban School of San Francisco Winter/Spring Concerts	December 12, 2010 April 7, 2011	\$800.00
San Francisco Chamber Orchestra Concerts	January 2, 2011 February 18, 2011 April 1, 2011 May 13, 2011	\$3,200.00
KPIX CBS 5 Jefferson Awards	January 13, 2011	\$1,350.00
Linking Rings God Bless the USA	January 14, 2011	\$800.00
AIGA San Francisco Compostmodern Sustainability Conference	January 22, 2011	\$800.00
World Union for Progressive Judaism Connections 2011	February 8, 2011	\$800.00
Jill Bourque Presents How We First Met	February 12, 2011	\$1,350.00

San Francisco Performances 2010-11 Season	October 8, 9, 16, 17, 2010 November 2, 10, 11, 13, 2010 December 4, 10, 11, 2010 January 15, 28, 2011 February 2, 10, 19, 2011 March 8, 12, 18, 19, 22, 24, 2011 April 3, 9, 16, 22, 25, 2011 May 1, 14, 24, 2011	\$25,650.00
Chamber Music San Francisco	February 13, 20, 2011 March 12, 2011 April 10, 12, 30, 2011 May 8, 22, 2011 June 15, 2011	\$7,200.00
US Bank Economic Seminar	March 17, 2011	\$1,350.00
San Francisco Girls Chorus Annual Gala Performance	March 25, 2011	\$800.00
Synergy School Spring Concert	April 13, 14, 2011	\$1,300.00
Community Housing Partnership A Night with the Stars	April 27, 2011	\$800.00

Additional Rental Requests: Ms. Murray reported that additional rental requests include a request from the San Francisco Symphony for use of the parking area adjacent to Davies Symphony Hall from approximately August 30 through September 10, 2010, to install a tent for the Symphony Opening Night Gala Dinner on September 7, 2010. Ms. Murray stated that remaining additional rental requests are routine, and she requested their approval. On motion of Trustee Wilsey, seconded by Trustee Pelosi, the following resolution was unanimously adopted:

RESOLUTION NO. 10-19

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

LOUISE M. DAVIES SYMPHONY HALL

San Francisco Symphony San Francisco Symphony – Parking Lot Tent for Opening Night Gala Activities	September 7, 2010	\$6,500.00
---	-------------------	------------

HERBST THEATRE

San Francisco Parks Trust Youth for Asian Theatre Student Performance	August 9, 10, 2010	\$1,050.00
Hispanic Flamenco Ballet Hispanic Flamenco Ballet	October 7, 2010	\$900.00

Ponderosa Music and Art Ludovico Einaudi	October 13, 2010	\$1,350.00
Iranian.com Saeed Shanbehzadeh Ensemble	October 23, 2010	\$1,350.00
California Institute of Integral Studies Viver Brasil	November 12, 2010	\$800.00
Melody Chorus Society Concert	November 28, 2010	\$800.00
Cypress Performing Arts Association Call & Response 2011	May 5, 2011	\$800.00

FY 2010-2011 Departmental Budget Update: Ms. Murray reported that the War Memorial's FY 2010-11 Budget Request, as approved by the Board of Trustees on February 11, 2010, was submitted to the Mayor's Office on February 22, 2010. In accordance with the City budget schedule, departments continue working with the Mayor's Office until June 1, 2010, when the Mayor submits his recommended FY 2010-11 Budget to the Board of Supervisors. The Board of Supervisors then has until mid-July to approve the final budget for FY 2010-11.

Ms. Murray stated that during the Mayor's budget review phase, and subsequent to the agreement of employee collective bargaining units to various wage concessions, the Mayor reduced the War Memorial's FY 2010-11 hotel tax allocation by \$293,000, representing the amount of salary savings to the War Memorial from employee salary concessions, to allow those savings to accrue to the general fund.

Ms. Murray stated that of particular note is the inclusion of \$15 million in the City Capital Budget for FY 2010-11, for the two-year design phase of the Veterans Building Seismic Renovation. The \$15 million will be realized from the sale of Certificates of Participation (COPs) in approximately January 2011, which will again at that time require approval of the Board of Supervisors.

SECRETARY'S REPORT

Revenue, Appropriations and Housekeeping Expenditures Reports for May 2010: Ms. Norris referred to the Revenue, Appropriations, and Housekeeping Expenditures Reports for May 2010, and requested approval of housekeeping expenditures as submitted. On motion of Trustee Myatt, seconded by Trustee Horn, the following resolution was unanimously adopted:

RESOLUTION NO. 10-20

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM10256 through WM10281, and Interdepartmental Work Order Nos. WM1022 thru WM1024, are hereby approved.

COMMITTEE REPORTS

Building Committee:

San Francisco Symphony Proposal – Exterior signage and banners at Davies Symphony Hall and Zellerbach Rehearsal Hall: Trustee Pelosi reported that the Building Committee met earlier in the day to consider the proposal of the San Francisco Symphony to add exterior identification signage and banners to

Davies Symphony Hall to enhance the sense of welcome and occasion for visitors and in celebration of the upcoming 100th anniversary of the San Francisco Symphony.

Trustee Pelosi stated that Trustees have received a copy of the Symphony's proposal, including detailed specifications for the proposed signage and banner additions. He stated that a presentation was made to the Committee by the Symphony's designer, Debra Nichols, outlining the proposed additional signage. San Francisco Symphony Executive Director Brent Assink informed the Committee that the Symphony would take responsibility for all costs related to the project, estimated to total between \$750,000 to \$1 million dollars.

Trustee Pelosi reported that the proposals were reviewed by the Committee in three groups: Group 1 - Hall Identity; Group 2 - Season Banners; and Group 3 - Events & Symphony Identity. Following discussion the Committee voted unanimously to recommend to the full board that the Symphony's Group 1 and Group 2 proposals be approved as follows:

- ♦ Group 1 – Hall Identity proposal, which features large gold leaf capital letters mounted on the rail at the top of the building façade to read “LOUISE M. DAVIES SYMPHONY HALL.” The letters will be uplit, and steps will be taken during final design and installation to discourage pigeon nesting.
- ♦ Group 2 – Season Banners proposal, including a 14' square banner under each of the 2nd Tier “ear” balconies, and six vertical seasonal banners mounted on frames perpendicular to the 1st Tier windows. The 1st Tier window banners will be 17' high by 5' wide and will replace window banners presently hanging in the orchestra level windows.

Trustee Pelosi stated that the Committee expressed concerns about the Symphony's proposals for Group 3 – Events & Symphony Identity. He said that the Symphony was asked to discuss with the San Francisco Opera and Ballet its proposal for exterior banner wraps on Zellerbach Rehearsal Hall; and to discuss with War Memorial staff the use of proposed new display cases by outside presenters at Davies Symphony Hall. He added that the Committee felt the proposed illuminated poster cases on the Van Ness planters were unattractive especially in conjunction with the other signage elements. Trustee Pelosi stated that the Symphony will return to the Building Committee for further consideration of the Group 3 proposals.

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

RESOLUTION NO. 10-21

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby adopts the report and recommendations of its Building Committee, and approves the proposals of the San Francisco Symphony to 1) add Hall identify signage with gold leaf lettering on the top of the building façade; and 2) install seasonal banners on the exterior of Davies Symphony Hall under the 2nd Tier “ear” balconies and attached to the exterior window frames of the 1st Tier windows.

GOOD AND WELFARE

Vice President Shultz presented Trustee Myatt with a framed reproduction of a poster from the Hoover Archives which was used as part of the original fundraising campaign for the War Memorial Complex, for use by Trustee Myatt and the San Francisco Veterans Memorial Committee in its fundraising efforts for a Veterans Memorial.

MISCELLANEOUS CORRESPONDENCE

Letter from War Memorial Commission: Vice President Shultz stated that Trustees have received a copy of the May 11th letter from Roger Dong, Chair of the American Legion War Memorial Commission, thanking the

Board for supporting the Commission's 2010 budget in its approval of the 2010-11 renewal agreement between the Board of Trustees and the Commission. Mr. Dong's letter states that while the Commission has signed the 2010-11 renewal agreement, the Commission disagrees with certain language contained in the recitals section of the agreement. Vice President Shultz asked that Mr. Dong's letter be placed in the file for the next renewal of the agreement between the Trustees and the Commission.

ADJOURNMENT

There being no further business, Vice President Shultz adjourned the meeting at 2:20 p.m.

Jennifer E. Norris
Executive Secretary