

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

**Thursday, December 8, 2016**

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, December 8, 2016, in the Trustees' Board Room, War Memorial Opera House, President Horn presiding.

**ROLL CALL**

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

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

**APPROVAL OF MINUTES**

President Horn called for approval of the minutes of the November 10, 2016 meeting of the Presentors Liaison Committee. On motion of Trustee Shultz, seconded by Trustee Moscone, the minutes were unanimously approved.

President Horn called for approval of the minutes of the November 10, 2016 regular meeting of the Board. On motion of Trustee Moscone, seconded by Trustee Shultz, the minutes were unanimously approved.

During public comment for each of the minutes Ann Treboux noted that per Section 67.17 of the San Francisco Administrative Code, the minutes should be marked as draft prior to their approval.

**PRESIDENT'S REPORT**

President Horn stated that the San Francisco Opera ended the fall portion of its 2016-17 season on December 6, and he congratulated the Opera on a wonderful season. President Horn stated that the San Francisco Ballet will open its 2016 *Nutcracker* Season on December 10, and will present 33 performances through December 29. On behalf of the Board, President Horn extended best wishes to the Ballet for a successful *Nutcracker* Season.

**MANAGING DIRECTOR'S REPORT**

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

**RESOLUTION NO. 16-52**

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

**HERBST THEATRE**

San Francisco Performances	January 31, 2017	\$1,250.00
Telegraph Quartet		

SFSU Chemistry and Biochemistry Student Assn. Graduation Ceremony	May 28, 2017	\$1,250.00
Civic Symphony Association Concert	June 7, 2017	\$1,250.00
Fashion Institute of Design & Merchandising Graduation Ceremonies	June 20, 2017	\$2,125.00
UCSF School of Medicine White Coat Ceremony	August 4, 2017	\$700.00
Asian America Foundation Miss Asian America Pageant	August 11, 12, 2017	\$2,250.00
American Bach Soloists Concert	December 19, 2017	\$1,250.00

### SECRETARY'S REPORT

**Revenue, Appropriations and Housekeeping Expenditures Reports for November 2016:** Ms. Norris stated that Revenue, Appropriations and Housekeeping Expenditures reports for November 2016 have been distributed to Trustees. Ms. Norris requested approval of the November 2016 housekeeping expenditures as submitted.

On motion of Trustee Shultz, seconded by Trustee Lui, the following resolution was unanimously adopted:

#### RESOLUTION NO. 16-53

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM17138 through WM17158 and Revenue Transfer 17005 are hereby approved.

### REGULAR ITEMS

**Request from San Francisco Opera to increase the Opera's per ticket facility fee:** President Horn stated that Trustees have received a letter from the San Francisco Opera requesting to increase the Opera's per ticket facility fee effective for the 2017 Opera Summer Season. President Horn referred this request to the Board's Building Committee for consideration and adoption of recommendations.

**War Memorial Departmental Budget for Fiscal Years 2017-18 and 2018-19:** President Horn stated that City department budget requests for the next two fiscal years must be submitted to the Controller and Mayor on February 21, 2017. To meet this deadline, the Board must consider and approve the War Memorial's proposed budgets for Fiscal Years 2017-18 and 2018-19 at the February meeting. President Horn referred this matter to the Board's Budget and Finance Committee and asked the Committee to meet to consider and adopt recommendations in advance of the Board's February meeting.

**Elections of Officers for Calendar Year 2017:** President Horn opened the floor to nominations for the offices of President and Vice President of the War Memorial Board of Trustees for calendar year 2017.

Trustee Shultz nominated President Thomas E. Horn for a second term in the office of President and Nancy H. Bechtle for a second term in the office of Vice President of the War Memorial Board of Trustees for 2017. In nominating Trustees Horn and Bechtle, Trustee Shultz spoke about their leadership in the reopening of the renovated the Veterans Building and the creation and adoption of new policies which will help the board navigate the future. She stated that the War Memorial is very fortunate to have two leaders who are so devoted to the War Memorial and Performing Arts Center. The nominations were seconded by Trustee Pelosi, and the

following resolution was unanimously adopted:

RESOLUTION NO. 16-54

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that nominations for the offices of President and Vice President of the Board of Trustees for 2017 are hereby closed; and further,

RESOLVED, That this Board unanimously elects Thomas E. Horn as its President and Nancy H. Bechtle as its Vice President for calendar year 2017.

President Horn stated that it has been an honor to serve and have a leadership position on the War Memorial Board of Trustees. He said that he and Vice President Bechtle will do their best to earn the Trustees' confidence in the next year.

Vice President Bechtle stated that it is a true honor to be on this Board and to work with such wonderful Trustees and particularly, President Tom Horn.

PUBLIC COMMENT

Ms. Ann Treboux made the following public comment and submitted it in written form for in the minutes:

“The remittor issued yesterday on CCA Case A145905. I called City Attorney Curry yesterday to tell her about this and asked her to put the final opinion on file at the Management Office at 401 Van Ness. I went to the reception area of the SF City Attorney's office to ask for her. Curry didn't want to (be) bothered and didn't want to send her secretary. The clerk at the 1<sup>st</sup> District, 5<sup>th</sup> Division of the California Court of Appeals – this opinion needs to be on file with the management. Last year, when Ann Trickey of the SFAC called 911 with claims that I was in violation of a personal no conduct order, she did not have the order and it was not on file with the management. Trickey did this many times at 25 Van Ness Avenue.”

ADJOURNMENT

There being no further business to come before the Board, President Horn adjourned the meeting at 2:25 p.m.

Jennifer E. Norris  
Executive Secretary