

**MINUTES**  
**WAR MEMORIAL BOARD OF TRUSTEES**  
**REGULAR BOARD MEETING**  
**Thursday, September 14, 2017**

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, September 14, 2017, 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 Walker, Trustee Wilsey

Absent: Trustee Pelosi, Trustee Shultz

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

**APPROVAL OF MINUTES**

President Horn called for approval of the minutes of the August 8, 2017 meeting of the Veterans Committee. Trustee Walker referenced paragraph 4 on the second page of the draft minutes which states "John Beam, Chief Financial Officer of Swords to Plowshares, stated that Swords hopes to move most of their services into the Veterans Building." Trustee Walker stated he feels the word "most" is an overstatement and that clarification would be appropriate on what services are and are not planned to move to the Veterans Building. Following brief discussion, and on motion of Vice President Bechtle and seconded by Trustee Levin, the minutes were unanimously approved subject to clarification to be reported at the October meeting.

President Horn called for approval of the minutes of the August 10, 2017 meeting of the Presentors Liaison Committee. On motion of Trustee Lui, seconded by Trustee Wilsey, the minutes were unanimously approved.

President Horn called for approval of the minutes of the August 10, 2017 regular meeting of the Board. On motion of Trustee Myatt, seconded by Vice President Bechtle, the minutes were unanimously approved.

**PRESIDENT'S REPORT**

**Incoming San Francisco Symphony Executive Director Mark Hanson:** President Horn said it is his great pleasure to introduce and welcome Mark Hanson, the incoming San Francisco Symphony Executive Director. He stated that Mark has just started his new position, so we are truly honored to have him here today. President Horn asked Mark to address the Trustees.

Mark Hanson stated he is thrilled to be joining one of the world's great orchestras in such a dynamic city. He said he has managed four orchestras in his 20-year career thus far, and is very much looking forward to knowing and working with the War Memorial Board of Trustees.

President Horn thanked Mark Hanson and, on behalf of the Trustees, extended him best wishes in his new position with the San Francisco Symphony.

**Opera and Symphony Openings:** President Horn stated that the San Francisco Opera opened its 2017 Fall Season on Friday, September 8, with a beautiful performance of *Turandot*. The San Francisco Symphony will open its 2017-18 Season this evening with Michael Tilson Thomas and Yo Yo Ma. On behalf of the Trustees, President Horn extended best wishes to the Opera and Symphony for successful seasons.

**Trustee Myatt's retirement from Marines Memorial:** President Horn said he wanted to take a moment to congratulate Trustee Myatt on his upcoming retirement from the Marines Memorial Association on October 31. He stated that Trustee Myatt has served as president and CEO of the Marines Memorial Association for 16 years during which he has created innovative programs and opportunities for the association, its membership and its guests. President Horn said Trustee Myatt's leadership and skills have so greatly benefitted the Marines Memorial, and he is certain this successful relationship will continue for many more years. On behalf of the Trustees, President Horn extended congratulations and best wishes to Trustee Myatt on the occasion of his retirement.

### **MANAGING DIRECTOR'S REPORT**

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

#### **RESOLUTION NO. 17-28**

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 Symphony 2017-18 Season (Partial)	February 1, 2018 – May 31, 2018	\$178,700.00 vs 10% \$203,000.00 maximum
Golden Gate University School of Law Graduation Ceremony	May 14, 2018	\$3,500.00
Mind the Product Technology Conference & EXPO	July 16, 17, 2018	\$13,000.00*
MGP Live Zelda	August 8, 2018	\$2,500.00 vs 10% \$7,500.00 maximum*
Innovation Arts & Entertainment Harry Potter 2	August 11, 12, 2018	\$5,000.00 vs 10% \$15,000.00 maximum*
SF Choral Society Choral Rehearsals & Concerts	August 15 - 18, 2018	\$9,500.00 vs 10% \$14,900.00 maximum*

\*Based on current rental rates, as rental rates for Fiscal Year 2018-19 have not yet been approved.

#### **HERBST THEATRE**

La Scuola Concerts	December 15, 2017 May 30, 2018	\$2,500.00
CIIS Public Programs Deepak Chopra	February 15, 2018	\$1,250.00
AIA San Francisco AIA Awards Gala	April 26, 2018	\$1,250.00
New Century Chamber Orchestra Concert	May 19, 2018	\$1,250.00

SF Girls Chorus Chorus School Concert and Graduation	May 21, 22, 2018	\$2,250.00
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### **WILSEY CENTER FOR OPERA**

San Francisco Ballet Orchestra Auditions & Rehearsals	September 11, 2017 November 6-8, 2017 December 12, 2017 January 16, 19, 20, 2018 March 2, 2018 April 10-14, 2018	\$6,125.00
China NCPA Orchestra Orchestra Auditions	November 4, 2017	\$1,025.00
Merola Opera Program Meetings & Receptions	November 7, 2017 November 27, 2017	\$1,350.00
Social Good Fund Climate Music Project Showcase	December 9, 2017	\$800.00
Alonzo King LINES Ballet Program & Reception	January 25, 2018	\$1,025.00

**Joe Savin retirement:** Ms. Murray stated that Joe Savin, Opera House Carriage Entrance Doorman, will retire on September 30, 2017, after 44 years of service. She said she would be bringing a resolution to the Board at the October meeting to commend Joe on the occasion of his retirement. Ms. Murray said she hoped Trustees would stop by and thank Joe while attending the Opera during September.

### **SECRETARY'S REPORT**

**Revenue, Appropriations and Housekeeping Expenditures Reports for August 2017:** Ms. Norris stated that Revenue, Appropriations and Housekeeping Expenditures reports for August 2017 have been distributed to Trustees, and she requested approval of August 2017 housekeeping expenditures as submitted.

On motion of Vice President Bechtle, seconded by Trustee Davis, the following resolution was unanimously adopted:

#### **RESOLUTION NO. 17-29**

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. 78683 through 94603 and Journal Entries 1065 through 4979 are hereby approved.

### **COMMITTEE REPORTS**

#### **Presentors Liaison Committee:**

#### **Patina Restaurant Group proposal for final investment required under the Food and Beverage Concessions Agreement with the War Memorial covering the term 2009-2018:**

Vice President Bechtle stated that the Presentors' Liaison Committee met immediately prior to this meeting to consider Patina Restaurant Group's proposal for its final investment required under the Food and Beverage Concessions Agreement with the War Memorial covering the term 2009 – 2018. She stated that the agreement

provides for a total investment of \$700,000 over the life of the contract. Since 2009, Patina has made improvement investments totaling approximately \$650,000, leaving a current investment balance of approximately \$50,000. Vice President Bechtle stated that Patina proposed to utilize remaining investment funds for the purchase and installation of 10 new Micros “Point of Sale” systems to replace manual systems and add additional services in each of the Opera House, Davies Symphony Hall and Herbst Theatre. Patina outlined the benefits of this investment including improvements to service capabilities, speed of service and better tracking and accounting data.

Vice President Bechtle reported that following discussion, the Committee voted unanimously to recommend approval of Patina’s proposal for its final investment under the Food and Beverage Concessions Agreement.

Following discussion, and on motion of Vice President Bechtle, seconded by Trustee Wilsey, the following resolution was unanimously approved.

RESOLUTION NO. 17-30

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby adopts the report and recommendation of its Presentors Liaison Committee and approves the proposal of Patina Restaurant Group for its final investment for improvements at the San Francisco War Memorial and Performing Arts Center facilities for additional Micros Point of Sales Systems.

**Building Committee:**

**Request from San Francisco Symphony to implement an “Immersive Lobby Experience” improvement project at Davies Symphony Hall:**

President Horn stated that the Building Committee met earlier today to consider and adopt recommendations on the San Francisco Symphony’s request to implement an “Immersive Lobby Experience” project in Davies Symphony Hall to be funded by the Symphony’s per ticket Hall Improvement Fee. He reported that the Committee received a presentation from the Symphony which outlined their Audience Development Initiative to increase revenue and capacities in the Symphony’s classical series based on research with existing and potential ticket buyers. The presentation described the Symphony’s proposed “Immersive Lobby Experience” project which involves construction and installation of digital screens and interactive kiosks in select lobby areas which will allow patrons to experience a variety of content as part of their concert experience.

President Horn reported that following discussion, the Building Committee voted unanimously to conceptually approve the Symphony’s Immersive Lobby Experience project, with the Symphony returning to the Building Committee with progress drawings so that Trustees will have the opportunity to comment and request changes before final drawings are completed.

Following discussion, and on motion of Trustee Lui, seconded by Trustee Moscone, the following resolution was unanimously approved.

RESOLUTION NO. 17-31

RESOLVED, By the Board Trustees of the War Memorial of San Francisco that it hereby adopts the report and recommendation of its Building Committee and approves in concept the San Francisco Symphony’s request to implement an “Immersive Lobby Experience” improvement project in Davies Symphony Hall to be funded by the Symphony’s per ticket Hall Improvement Fee, with the Symphony returning to the Building Committee for consideration and recommendation on progress drawings and final design.

**REGULAR ITEMS**

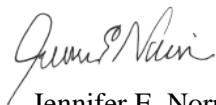
**Proposed amendment to Occupancy Agreement with Korean War Memorial Foundation:**

President Horn stated that Trustees have received a letter from the Korean War Memorial Foundation advising that the Foundation’s Board of Directors and Executive Committee approved a resolution to terminate the

Foundation's present lease of Veterans Building room 313A, and execute a new lease for Veterans Building room 213E, in consideration of revised rent and elimination of any utility charge. President Horn referred this request to the Veterans Committee for consideration and recommendation.

**ADJOURNMENT**

There being no further business to come before the Board, President Horn adjourned the meeting at 2:30 p.m.



Jennifer E. Norris  
Executive Secretary