

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR BOARD MEETING
Thursday, October 12, 2017

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, October 12, 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 Myatt, Trustee Pelosi, Trustee Shultz, Trustee Wilsey

Absent: Trustee Moscone, Trustee Walker

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

APPROVAL OF MINUTES

President Horn called for approval of the amended minutes of the August 8, 2017 meeting of the Veterans Committee. On motion of Trustee Lui and seconded by Trustee Pelosi, the minutes were unanimously approved.

President Horn called for approval of the minutes of the September 14, 2017 meeting of the Presentors Liaison Committee. On motion of Vice President Bechtle, seconded by Trustee Myatt, the minutes were unanimously approved.

President Horn called for approval of the minutes of the September 14, 2017 meeting of the Building Committee. On motion of Vice President Bechtle, seconded by Trustee Lui, the minutes were unanimously approved.

President Horn called for approval of the minutes of the September 14, 2017 regular meeting of the Board. On motion of Trustee Shultz, seconded by Lui, the minutes were unanimously approved

PRESIDENT'S REPORT

Resolution honoring Joseph Savin: President Horn said it is his great pleasure to welcome to today's meeting, Joseph Savin, who has served as the Opera House Carriage Entrance Ticket Taker for the past 44 years and who retired on September 30. President Horn extended sincere thanks for Mr. Savin's dedicated service to the San Francisco War Memorial and Performing Arts Center and he asked Mr. Savin to come forward so he may read the following proposed resolution in his honor.

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

RESOLUTION NO. 17-32

Whereas, **JOSEPH SAVIN** retired on September 30, 2017, following 48 years of distinguished service at the War Memorial Opera House; and

Whereas, Joe Savin began his Opera House career in 1969, checking in volunteer ushers. During the next 4 years, Joe filled-in for Opera House ticket takers and then was assigned as Head Usher for the Box Level; and

- Whereas,* In 1973, Joe Savin accepted the position of Carriage Entrance Ticket Taker, becoming only the second usher ever assigned to this post; and
- Whereas,* Since 1973, and for the last 44 years, Joe Savin has greeted and helped millions of patrons and guests at the Opera House Carriage Entrance, calmly and efficiently handling and resolving thousands of patron questions and requests; and
- Whereas,* Joe has endeared himself to multiple generations of opera and ballet lovers, helping them feel welcome and safe at the War Memorial Opera House; and
- Whereas,* Many patrons, guests and staff have never known another face other than Joe's at the Carriage Entrance, and he will be dearly missed by the War Memorial, Opera, Ballet and countless patrons; Therefore Be It
- RESOLVED,** By the Board of Trustees of the War Memorial of San Francisco to hereby thank and commend **JOSEPH SAVIN** for his 48 years of outstanding service to the San Francisco War Memorial and Performing Arts Center, and for his dedicated service to the cultural community of San Francisco, and extend to him heartfelt best wishes 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 Vice President Bechtle, seconded by Trustee Pelosi, the following resolution was unanimously adopted:

RESOLUTION NO. 17-33

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

WAR MEMORIAL OPERA HOUSE

San Francisco Opera Guild Holiday Reception & Onstage Dinner	December 4, 2017	\$2,175.00 Catering exemption #2
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LOUISE M. DAVIES SYMPHONY HALL

Facilities of Asian Cultural Exchange China Broadcasting Chinese Orchestra	April 10, 2018	\$2,500.00 vs 10% \$7,500.00 maximum
SF JAZZ Ahmad Jamal	June 6, 2018	\$2500.00 vs 10% 5,200.00 maximum

HERBST THEATRE

Extraordinary Talent Productions Broadway @ The Herbst: Jessie Mueller	October 19, 2017	\$2,500.00
US Chinese Dance Association Gansu Ethnic Song and Dance Troupe	November 16, 2017	\$1,250.00
American Legion Cathay Post God Bless the USA	January 26, 2018	\$1,250.00
Hult International Business School Hult's Got Talent	February 16, 2018	\$1,250.00

CIIS Public Programs Angela Davis	April 13, 2018	\$1,250.00
Philharmonia Baroque Orchestra Rehearsal Days	April 23, 24, 2018	\$2,000.00
Earplay Concert	April 30, 2018	\$1,250.00
APA Heritage Foundation APA Heritage Month Celebration	May 2, 2018	\$1,250.00
SFSU Chemistry & Biochemistry Student Assn. Graduation Ceremony	May 26, 2018	\$1,250.00
UCSF School of Dentistry Graduation Ceremony & Reception	June 11, 2018	\$1,475.00
Star Dance Studios Annual Dance Concert	June 14, 15, 16, 2018	\$3,500.00

WILSEY CENTER FOR OPERA

Angel Hack Global Demo Day 2017 & Startup Bash	November 2, 2017	\$1,925.00
Bay Area Rainbow Symphony Concert	December 16, 2017	\$1,025.00
West Edge Opera Snapshot Matinees	January 21, 2018 February 25, 2018	\$1,600.00
Philharmonia Baroque Orchestra Rehearsal	April 23, 2018	\$225.00
African American Shakespeare Company Richard III	July 3-29, 2018	\$9,600.00*

*Based on current rental rates, as rates for July, 2018 are not set.

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

RESOLUTION NO. 17-34

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

WAR MEMORIAL OPERA HOUSE

San Francisco Ballet 2017 Nutcracker and 2018 Repertory Season	December 10, 2017– May 6, 2018	\$238,400.00 vs 10% \$257,300.00 maximum
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ZELLERBACH REHEARSAL HALL

San Francisco Ballet Nutcracker Luncheon – Catering Exemption	December 16, 2017	Catering exemption
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HERBST THEATRE

Another Planet Entertainment James Blake	December 4, 5, 6, 2017	\$7,500.00
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Shaolin Temple USA 10 th Anniversary Performance	December 17, 2017	\$1,250.00
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Good Food Foundation Good Food Awards + Reception	January 19, 2018	\$2,500.00
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Pipit & Finch Says You!	February 17, 2018	\$2,500.00
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Tango Lovers Organization Tango Lovers	April 29, 2018	\$1,250.00
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CIIS Public Programs Paul Stamets	May 23, 2018	\$1,250.00
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Fashion Institute of Design & Merchandising Graduation Ceremony	June 15, 2018	\$1,250.00
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WILSEY CENTER FOR OPERA

American Indian Film Institute Speakers' Forum & Reception	November 3, 2017	\$675.00
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Bernice Lindstrom Celebration of the Life of John Lindstrom	November 5, 2017	\$800.00
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San Francisco Opera Center Adler Presentation	January 30, 2017	\$7,200.00
Schwabacher Rehearsals & Debut Recitals	February 20/21, March 6/7, March 20/21, April 3/4, 2018	

DIRECTOR'S REPORT

New Patina Chef: Ms. Murray stated that Patina has a new chef for the War Memorial and Performing Arts Center, Robert Hohmann, who is present today to meet the Trustees.

Chef Robert Hohmann stated he is originally from New York. He has worked with the Thomas Keller Restaurant Group for a dozen years. He helped open Per Se in New York and then moved to California in 2008 to continue his work with TKRG. Mr. Hohmann said he is excited to be a part of the Patina Group at the War Memorial and, as a singer and trombonist, he has a fondness for the performing arts.

Memorial Court Unscheduled Use: Ms. Murray reported that on October 10, 2017, an unscheduled use of the Memorial Court occurred by United Educators of San Francisco, who gathered for a protest rally prior to the San Francisco School Board meeting across the street. The unscheduled use was permitted by the San Francisco

Police Department without the War Memorial's knowledge. She stated that the permitting jurisdiction of the Memorial Court is being resolved by the Office of the City Attorney. She further said that at the recommendation of the City Attorney, she will be bringing to the board an updated policy concerning use of War Memorial exterior grounds. Ms. Murray asked that the matter of updating the policy on the use of War Memorial exterior grounds be referred to Committee. President Horn referred the matter to the Presentors Liaison Committee for consideration and recommendation.

SECRETARY'S REPORT

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

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

RESOLUTION NO. 17-35

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. 95163 through 103218 and Journal Entries 8891 and 9494 are hereby approved.

COMMITTEE REPORTS

Veterans Committee:

Korean War Memorial Foundation – Veterans Building Occupancy Agreement:

Chair Myatt stated that the Veterans Committee met earlier today to consider and adopt a recommendations on the proposed second amendment of the Veterans Building Occupancy Agreement with Korean War Memorial Foundation to reflect the change of designated premises from room 313A to room 213E and modified utilities and service costs.

Chair Myatt stated that by way of background, at the August meeting of the Board, the Trustees approved the allocation of Veterans Building space to Swords to Plowshares, with the stipulation that allocation of the individual office 313A to Swords to Plowshares is subject to the Korean War Memorial Foundation's agreement to relocate their office from room 313A to a second floor office. He said that the Korean War Memorial Foundation subsequently advised the War Memorial of their agreement to relocate their office from room 313E to 213E in consideration of revised rent and elimination of any utility charge.

Chair Myatt stated that following discussion, the Veterans Committee voted unanimously to recommend approval of a second amendment of the Veterans Building Occupancy Agreement with the Korean War Memorial Foundation to reflect the change of designated premises from room 313A to room 213E and to waive Korean War Memorial Foundation's payment of annual utilities and service costs.

President Horn stated that at the Committee meeting there was a good deal of discussion about the merits of the Korean War Memorial Foundation which is important, but he wants reiterate that the Committee's recommendation to waive the Foundation's service and utility costs is due to the Foundation's agreement to relocate its office, making it possible for the War Memorial and the American Legion War Memorial Commission to move forward with installing Swords to Plowshares in the Veterans Building.

During public comment, Paul Cox, Chair of the American Legion War Memorial Commission, thanked the Veterans Committee for recommending this action which assists the Commission in trying to utilize the veterans' space in the Veterans Building more fully.

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

RESOLUTION NO. 17-36

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby adopts the report and recommendation of its Veterans Committee and approves a second amendment of the Veterans Building Occupancy Agreement with the Korean War Memorial Foundation to reflect the change of designated premises from room 313A to room 213E and to waive Korean War Memorial Foundation's payment of annual utilities and service costs.

REGULAR ITEMSOpera request for Opera House main lobby display:

President Horn stated that Trustees have received a letter from the San Francisco Opera requesting permission to install a public display in the Opera House main lobby in connection with the upcoming world premiere of the John Adams opera, *Girls of the Golden West*.

President Horn welcomed Jon Finck, Director of Communication and Public Affairs for the Opera, to provide additional information on the proposed display.

Mr. Finck reviewed the Opera's proposal which will provide an interesting and educational experience for Opera patrons during this Opera premiere.

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

RESOLUTION NO. 17-37


RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby approves the San Francisco Opera's request to install a public display of four glass-top in the Opera House main lobby in connection with the upcoming world premiere of the John Adams opera, *Girls of the Golden West*.

PUBLIC COMMENT

Nelson Lum, representative of the American Legion Eighth District, reported that Paul Cox was recently re-elected as the Chair of the American Legion War Memorial Commission.

ADJOURNMENT

There being no further business to come before the Board, President Horn adjourned the meeting at 2:35 p.m.



Jennifer E. Norris
Executive Secretary