

**MINUTES**  
**WAR MEMORIAL BOARD OF TRUSTEES**  
**VETERANS COMMITTEE**  
**Thursday, October 12, 2017**

The Veterans Committee of the Board of Trustees of the War Memorial of San Francisco met at 1:30 p.m. on Thursday, October 12, 2017, in the Trustees' Board Room, War Memorial Opera House, Chair Myatt, presiding.

**ROLL CALL**

Present: Chair Myatt, Trustee Davis, Trustee Levin, Trustee Pelosi, President Horn, *Ex officio*, Vice President Bechtle, *Ex officio*

Absent: Trustee Walker

Other Trustees Present: Trustee Lui

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

**REGULAR ITEMS**

1. **Korean War Memorial Foundation – Veterans Building Occupancy Agreement:**

Chair Myatt stated there is one item on today's agenda of the Veterans Committee, consideration and adoption of recommendations on the proposed 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 modified utilities and service costs.

Chair Myatt stated that by way of background, in May 2016, and under the Board's policy governing allocation of space in the Veterans Building to patriotic organizations, the Trustees approved the allocation of Veterans Building room 313A to the Korean War Memorial Foundation. The War Memorial and the Korean War Memorial Foundation entered into a Veterans Building Occupancy Agreement under which the Foundation pays to War Memorial utilities and service costs of \$15.42 per square foot per year. The monthly utilities and service costs paid by Korean War Memorial Foundation for their 492 square foot office is \$632.22.

Chair Myatt stated that 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 and subject to approval of an amended occupancy agreement between the War Memorial and Korean War Memorial Foundation.

Chair Myatt said that in advance of today's meeting, Committee members received the September 5, 2017 letter from the Korean War Memorial Foundation advising that the Foundation's Board of Directors approved a resolution to terminate the Foundation's present lease of room 313A and execute a new lease for Veterans Building room 213E in consideration of revised rent and elimination of any utility charge. He noted that the American Legion War Memorial Commission has confirmed they have reassigned Veterans Building room 213E for use by the Korean War Memorial Foundation.

Chair Myatt stated that the task before the Committee today is to consider an amendment to the Veterans Building Occupancy Agreement between the War Memorial and Korean War Memorial Foundation to reflect a change in the designated premises to be used by Korean War Memorial Foundation from room 313A to room

213E and consider and recommend any associated utilities and service costs to be paid by Korean War Memorial Foundation.

Chair Myatt opened the floor to comments and questions from the Committee.

Trustee Levin said that he has stated many times that there is no group more deserving to have space in the Veterans Building and no veterans group using the building more than the Korean War Memorial Foundation. He said as a Korean War veteran, it truly is a forgotten war, and this Foundation raised millions of dollars to build this beautiful Memorial.

Vice President Bechtle said she would like to echo what Trustee Levin said and that the Korean War Memorial in the Presidio is beautiful.

In discussion, President Horn stated that he approves of the proposed reassignment of office space and waiver of service/utility fees for the Korean War Memorial Foundation in that the Foundation's agreement to this reassignment allows the War Memorial and the American Legion War Memorial Commission to confirm the plan to install Swords to Plowshares in the building.

Following discussion, Chair Myatt asked if there is a motion from the Committee 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. A motion was made by Trustee Levin and seconded by Vice President Bechtle.

During public comment on the motion, Paul Cox, Chair of the American Legion War Memorial Commission, thanked the Committee for its consideration.

There being no further public comment, Chair Myatt closed public comment, and he called for a vote on the motion before the Committee.

The following recommendation was unanimously adopted:

**RECOMMENDED,** By the Veterans Committee of the War Memorial Board of Trustees to approve 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.

### **ADJOURNMENT**

There being no further business, Chair Myatt adjourned the meeting at 1:46 p.m.



Jennifer E. Norris  
Executive Secretary