

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

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

Absent: Trustee Moscone

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

**APPROVAL OF MINUTES**

President Horn called for approval of the minutes of the November 9, 2017 meeting of the Presentors Liaison Committee. On motion of Trustee Shultz and seconded by Trustee Wilsey, the minutes were unanimously approved.

President Horn called for approval of the minutes of the November 9, 2017 meeting of the Veterans Committee. On motion of Trustee Levin and seconded by Trustee Shultz, the minutes were unanimously approved.

President Horn called for approval of the minutes of the November 9, 2017 regular meeting of the Board. On motion of Trustee Wilsey, seconded by Trustee Lui, the minutes were unanimously approved.

**PRESIDENT'S REPORT**

**Passing of Mayor Edwin M. Lee:** President Horn said it was with deep sadness and shock that we learned on Tuesday morning of the passing of Mayor Ed Lee. Ed Lee devoted his life to public service for the City and County of San Francisco, and made countless positive and meaningful changes and improvements to many areas of City services for the well-being of all San Francisco residents. He was a man of high integrity and compassion and a loving husband and father. President Horn stated that we have all had the good fortune of working with Mayor Lee as well as the opportunity to know him and his family on a personal level. Our hearts go out to his wife Anita and their children and we mourn his loss both personally and for the City. President Horn stated that today's meeting will be adjourned in memory of Mayor Ed Lee who we have lost too soon.

During public comment Paul Cox, Chair of the American Legion War Memorial Commission, echoed President Horn's remarks about the sadness of the passing of Mayor Lee. He stated that Mayor Lee did very well by San Francisco's veterans, building many housing units specifically for homeless veterans.

**Opera and Ballet Seasons:** President Horn stated that the San Francisco Opera ended the fall portion of its 2017-18 season on December 10, and he congratulated the Opera on a wonderful and innovative season. The San Francisco Ballet opened its 2017 *Nutcracker* Season last evening and will present 31 performances through December 30. President Horn said on behalf of the Board, he would like to extend best wishes to the Ballet for a successful *Nutcracker* season.

**MANAGING DIRECTOR'S REPORT**

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

**RESOLUTION NO. 17-43**

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 Neighborhood Night at the Opera	December 1, 2017	\$650.00 (Single day grounds use)
--	------------------	--------------------------------------

**LOUISE M. DAVIES SYMPHONY HALL**

Innovation Arts & Entertainment Harry Potter 2 –ADDED SHOWS	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

**HERBST THEATRE**

Live Nation Worldwide Randy Rainbow (two shows)	January 13, 2018	\$4,375.00
Theatreworks USA Pete the Cat (second performance)	February 20, 2018	\$550.00
San Francisco Chronicle “Chronicle Chats” Lectures	March 5, 2018 May 8, 2018 September 25, 2018 December 4, 2018	\$10,000.00*
CIIS Public Programs Chelsea Manning	March 30, 2018	\$1,250.00
San Francisco Performances Special Performance	April 7, 2018	\$875.00
Chinese American International School Spring Concert	May 9, 2018	\$1,250.00
GAPA Foundation Runway 2018	August 25, 2018	\$1,250.00*
Aging 2.0 Optimize Conference	November 14, 15, 2018	\$5,000.00*

**WILSEY CENTER FOR OPERA**

Social Good Fund Tech/Rehearsal Day	December 7, 2017	\$800.00
--	------------------	----------

Bay Area Rainbow Symphony Concert & Reception	December 17, 2017	\$1,025.00
DOC.AI Inc. Conference & Reception	January 8, 2018	\$1,925.00
San Francisco Opera Guild Board Meeting & Reception	January 9, 2018	\$225.00
San Francisco Opera Season Announcement & Related Events	January 16-19, 2018	\$3,650.00
Chanticleer Recital, Lunch & Auditions	February 17, 18, 2018	\$900.00

\*Pending confirmation of FY 2018-19 rental rates.

### SECRETARY'S REPORT

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

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

#### RESOLUTION NO. 17-44

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. 116569 through 127435 are hereby approved.

Jennifer Norris reminded Trustees that the City's online Anti-Harassment Training Course must be completed by all supervisory staff and Trustees by December 31, 2017.

### REGULAR ITEMS

**War Memorial Departmental Budget for Fiscal Years 2018-19 and 2019-20:** 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, 2018. To meet this deadline, the Board must consider and approve the War Memorial's proposed budgets for Fiscal Years 2018-19 and 2019-20 at the February meeting. President Horn said this matter is being referred to the Board's Budget and Finance Committee, and he asked the Committee to meet to consider and adopt recommendations in advance of the Board's February meeting.

**Elections of Officers for Calendar Year 2018:** President Horn opened the floor to nominations for the office of President of the War Memorial Board of Trustees for calendar year 2018.

Trustee Shultz nominated Vice President Nancy H. Bechtle for President of the Board of Trustees for 2018. This nomination was seconded by Trustee Wilsey, and unanimously adopted as follows:

#### RESOLUTION NO. 17-45

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that nominations for the office of President of the Board of Trustees for 2018 are hereby closed; and further,

RESOLVED, That this Board unanimously elects Nancy H. Bechtle as its President for calendar year 2018.

President Horn opened the floor to nominations for the office of Vice President of the War Memorial Board of Trustees for calendar year 2018.

Trustee Davis nominated Trustee Vaughn R. Walker for Vice President of the Board of Trustees for 2018. This nomination was seconded by Trustee Pelosi, and unanimously adopted as follows:

RESOLUTION NO. 17-46

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that nominations for the office of Vice President of the Board of Trustees for 2018 are hereby closed; and further,

RESOLVED, That this Board unanimously elects Vaughn R. Walker as its Vice President for calendar year 2018.

President Horn stated that it has been an honor to serve and have a leadership position on the War Memorial Board of Trustees for the last two years. President Horn said he loves these buildings and to be entrusted with the management and operations of the buildings has been a real honor. He stated that working with this Board and the entire staff has been a wonderful experience and he thanked the Trustees and staff for their continued dedication to the Performing Arts Center.

Vice President Bechtle stated that it is a true honor to become President of this Board in 2018 and to work with such wonderful Trustees and staff. She stated that President Tom Horn has set a good example because he works so hard and he cares so much and said she plans to work to maintain those standards.

GOOD AND WELFARE

Trustee Myatt commented on recent meetings concerning a World War I centennial exhibit in the Veterans Building. He said participants include President Bechtle, Quentin Kopp, Dr. Roth of San Jose State, Ken Maley and the American Legion War Memorial Commission. He also commented on a monument located in the Heroes Grove in Golden Gate Park that was erected by the Gold Star Mothers, with the names of more than 700 San Franciscans killed in World War I. He stated that it was originally intended for this monument to be located in the War Memorial Court, and he would like this board to consider moving the monument to its originally intended location as part of the 2018 centennial.

PUBLIC COMMENT

Paul Cox, Chair of the American Legion War Memorial Commission, said that he recently found out about this memorial in Golden Gate Park, and the American Legion War Memorial Commission is interested in working with Trustee Myatt and the committee on having this memorial moved to the Memorial Court.

ADJOURNMENT

There being no further business to come before the Board, President Horn adjourned the meeting at 2:30 p.m. in memory of Mayor Edwin M. Lee.



Jennifer E. Norris  
Executive Secretary