MINUTES

WAR MEMORIAL BOARD OF TRUSTEES

REGULAR MONTHLY MEETING

Thursday, June 14, 2001

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, June 14, 2001, in the Trustees' Board Room, War Memorial Opera House, President Horn presiding.

ROLL CALL

Present: President Horn, Trustee Baliantz, Trustee Bashford, Trustee Bechtle, Trustee Farrow, Trustee Leones, Trustee Moscone, Trustee Shultz;

Absent: Vice President Jarman, Trustee Haas, Trustee Roth.

APPROVAL OF MINUTES

President Horn called for approval of the minutes of the May 10, 2001 regular meeting of the Board. On motion of Trustee Shultz, seconded by Trustee Moscone, the minutes were unanimously approved.

PRESIDENT'S REPORT

Black and White Ball: President Horn remarked on the San Francisco Symphony's bi-annual Black & White Ball on Saturday, June 2, which encompassed the entire Civic Center area including all of the War Memorial facilities and grounds. He noted that over 12,000 people attended this year's Ball, all of whom appeared to thoroughly enjoy themselves. On behalf of the Trustees, President Horn extended congratulations to the Symphony on yet another tremendously successful Black & White Ball. President Horn also commended War Memorial staff on its excellent handling of Ball preparations and coordination, and noted he had heard a number of complimentary remarks about the pre-Ball dinner catered by Patina Catering.

Opera 2000-01 Season/Retirement of General Director Lotfi Mansouri: President Horn stated that the San Francisco Opera resumed its 2000-01 Season in the Opera House on June 1, 2001, and will conclude the season on July 1, 2001. On behalf of the Board, he extended congratulations to the Opera on a superb 2000-01 Season.

President Horn acknowledged that the 2000-01 Opera Season is Lotfi Mansouri's 14th and final season as General Director of the San Francisco Opera, noting that Mr. Mansouri will retire at the end of this season after a remarkable career spanning 50 years in the opera world. President Horn stated that the San Francisco Opera and the War Memorial have benefited greatly from Lotfi's tenure as General Director, and he proposed the Board's adoption of a resolution to thank and commend Lotfi Mansouri on the occasion of

his retirement. On motion of Trustee Bechtle, seconded by Trustee Shultz, the following resolution was unanimously adopted:

RESOLUTION NO. 01-21

Whereas, Lotfollah "Lotfi" Mansouri has served the San Francisco Opera as its General Director for fourteen seasons; and

Whereas, Lotfi Mansouri began his opera career 50 years ago as a volunteer usher, and has been a supernumerary, a tenor, a distinguished and much sought-after opera director including directing 70 productions for the San Francisco Opera, a university professor, an author, and General Director of the Canadian Opera Company; and

Whereas, Lotfi Mansouri, by maintaining unmatched enthusiasm and extraordinarily high standards, has guided the San Francisco Opera through unprecedented growth, artistically and financially over the past fourteen years; and

Whereas, Lotfi Mansouri successfully shepherded the San Francisco Opera through the period of the Opera House Seismic Upgrade and Improvements Project, including relocation of the 1996-97 Opera Season to Bill Graham Civic Auditorium, and the triumphal return of the San Francisco Opera to the renovated War Memorial Opera House in September 1997; and

Whereas, Lotfi Mansouri will relinquish his post as General Director of the San Francisco Opera at the conclusion of the 2000-2001 Opera Season to pursue other personal projects, including directing and writing; now therefore be it

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby thanks and commends Lotfi Mansouri for fourteen years of outstanding and dedicated service to the cultural community of San Francisco, and extends to him heartfelt best wishes in his new endeavors.

MANAGING DIRECTOR'S REPORT

Rental Requests: Ms. Murray reported that rental requests as mailed to Trustees include a request for the use of Herbst Theatre by the Office of California Governor Gray Davis on June 6, 2001, for a reception and screening of the new film "Pearl Harbor" for California veterans. She stated that because the Governor's Office scheduled this event only four days in advance, staff contacted President Horn who approved the rental request and authorized a rental fee waiver subject to final approval by the Board of Trustees. Ms. Murray noted that remaining rental requests are routine and requested their approval. On motion of Trustee Farrow, seconded by Trustee Moscone, the following resolution was unanimously adopted:

RESOLUTION NO. 01-22

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

Golden Gate University Graduation Ceremony	April 28, 2002	$2,000.00
Silva Touring, Inc. Margaret Cho's Comedy Show	September 29, 2001	$1,500.00 vs. 10% $3,500.00 maximum

HERBST THEATRE

Friends & Foundation of SF Public Library Library Literary Events 2001	September 13, 19, 24 & 25, 2001 October 17 & 29, 2001 November 7, 12 & 14, 2001 December 5 & 13, 2001	$5,775.00
CitiFlight Newsmagazine Awards Presentation "Ten Most Influential African Americans in the Bay Area" Pre-event cocktail party in Veterans Building main lobby	January 19, 2002	$1,375.00
Drew College Preparatory School Graduation Ceremony	June 6, 2002	$525.00
Community Awareness Treatment Services Two performances of a play by Dr. Gwendolyn Baker	October 19 & 20, 2001	$1,050.00
Humanities West 2001-2001 Season	October 12 & 13, 2001 February 8 & 9, 2002 May 31 & June 1, 2002	$3,150.00
French American International School Graduation Ceremony 2002	June 8, 2002	$525.00
Sacred Heart Cathedral Preparatory High School Choral Concert	May 1 & 2, 2002	$900.00
Wella Hair/Fashion Event	July 15, 2001	$750.00
Unity Church of San Francisco Easter Service	March 31, 2002	$525.00
City Arts & Lectures Social Studies 2001	September 10 & 20, 2001 October 1, 16 & 22, 2001 November 5, 6, 15 & 28, 2001 December 12, 2001	$5,250.00
Office of the Governor of California	June 6, 2001	Rental waiver

Reception & Screening for California Veterans approved

Additional Rental Requests: Ms. Murray requested approval of one additional rental request as submitted, and on motion of Trustee Farrow, seconded by Trustee Leones, the following resolution was unanimously adopted:

RESOLUTION NO. 01-23

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the following additional rental request is hereby approved:

HERBST THEATRE

San Francisco Opera Association January 14, 2002 $1,025.00
Annual Meeting and post-meeting reception in Veterans Building main lobby

SECRETARY'S REPORT

Revenue, Appropriations and Building Projects Report for May 2001: Mr. Ridenour referred to the revenue, appropriations, and status of building projects reports for May 2001, and requested a resolution to approve May 2001 housekeeping expenditures as submitted. On motion of Trustee Shultz, seconded by Trustee Farrow, the following resolution was unanimously adopted:

RESOLUTION NO. 01-24

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. POWM 201 through POWM 208 and Interdepartmental Work Order No. JECO525 are hereby approved.

REGULAR ITEMS

Request of Director of Property – Veterans Building City Offices: President Horn stated that Trustees have received a copy of the letter from the Director of Property of the City and County of San Francisco requesting a further extension of the "Memorandum of Understanding" between the War Memorial Board of Trustees and Director of Property regarding the temporary use and occupancy of space in the Veterans Building by City offices.

President Horn stated that the War Memorial and Director of Property originally entered into a MOU in September 1994, authorizing the temporary use and occupancy of the third and fourth floors and portions of the first floor of the Veterans Building by City Hall offices from January 1, 1995 to December 31, 1998, during the seismic retrofit of City Hall. On November 12, 1998, the Board of Trustees approved the City's request for an extension and modification of the MOU for the continued, temporary occupancy of Veterans Building space by City offices for a period of three years commencing January 1, 1999. He noted this extension has provided for the use and occupancy of the entire third floor and portions of the first and fourth floors of the Veterans Building by administrative offices of the Municipal Railway, Mayor's Office of Disability Access, Treasurer/Tax Collector, Law Library and the San Francisco Art Commission Gallery.

President Horn stated that the Director of Property is requesting a further extension of the MOU to accommodate the continued, temporary use and occupancy of Veterans Building space by these City offices until such time as the building is closed for seismic retrofitting or until such time as the space is otherwise required by the Board of Trustees and/or determined by the parties.

Following discussion, and on motion of Trustee Shultz and seconded by Trustee Farrow, the following resolution was unanimously adopted:

RESOLUTION NO. 01-25

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby approves a further extension of the "Memorandum of Understanding" between the War Memorial Board of Trustees and the Director of Property of the City and County of San Francisco to accommodate the continued, temporary use and occupancy of Veterans Building space by City offices including the Municipal Railway, Mayor's Office of Disability Access, Treasurer/Tax Collector, Law Library and San Francisco Art Commission Gallery until such time as the building is closed for seismic retrofitting or until such time as the space is otherwise required by the Board of Trustees and/or determined by the parties.

Request of Performing Arts Library & Museum – Veterans Building Space: President Horn stated that Trustees have received a copy of the letter from John Vlahos, President of the Performing Arts Library & Museum, requesting an extension of its short-term lease with the Board of Trustees for continued use and occupancy of space in the Veterans Building until such time as the building is closed for renovation or the space is otherwise required by the Board of Trustees.

President Horn stated that as part of the short-plan adopted by the Board of Trustees in November 1998 for temporary use and occupancy of space in the Veterans Building, the Trustees approved a short-term lease with the Performing Arts Library & Museum for their use of approximately 5,800 square feet on the fourth floor for a period of three years commencing January 1, 1999. He noted that PALM implemented necessary improvements to the space to accommodate its research facility, library and offices, and opened in its new Veterans Building location on May 12, 1999.

Mr. David Humphrey, Executive Director of PALM, addressed the Board and stated that PALM has very much enjoyed its Veterans Building occupancy since May 1999, and that PALM's activities and programs have complemented the various other activities in the building. Mr. Humphrey thanked the Trustees for their consideration of this request.

Following discussion, and on motion of Trustee Farrow, seconded by Trustee Baliantz, the following resolution was unanimously approved:

RESOLUTION NO. 01-26

RESOLVED, By the Board of Trustees of the War Memorial that it hereby approves an extension of its short-term lease with the Performing Arts Library & Museum for continued use and

occupancy of space in the Veterans Building, until such time as the building is closed for renovation or the space is otherwise required by the Board of Trustees.

MISCELLANEOUS CORRESPONDENCE

American Legion War Memorial Commission – Veterans Building during Retrofitting: President Horn reported that Trustees have received a copy of the letter from Charles Oswald, Chair of the American Legion War Memorial Commission, regarding the American Legion's vacation of the Veterans Building during retrofitting. He noted that Mr. Oswald's letter advises that the veterans departure from the Veterans Building for retrofitting is not to be construed as an abandonment or waiver of veterans' rights in the building under the trust document or state or federal laws, but merely a cooperative effort to make the retrofitting more convenient to those performing the task. President Horn asked that this letter be noted and filed.

PUBLIC COMMENT

Mr. Charles Oswald, Chair of the American Legion War Memorial Commission, addressed the Board and thanked the Trustees and staff of the War Memorial for their assistance in coordinating Governor Gray Davis' event for California veterans in the Herbst Theatre on June 6.

ADJOURNMENT

There being no further business, President Horn adjourned the meeting at 2:22 p.m.

Gregory P. Ridenour
Executive Secretary