MINUTES

WAR MEMORIAL BOARD OF TRUSTEES

REGULAR MONTHLY MEETING

Thursday, March 11, 2010

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, March 11, 2010, in the Trustees' Board Room, War Memorial Opera House, Trustee Horn presiding as Acting President.

ROLL CALL

Present: Trustee Bashford, Trustee Davis, Trustee Farrow, Trustee Horn, Trustee Moscone, Trustee Myatt, Trustee Pelosi;

Absent: President Bechtle, Vice President Shultz, Trustee Jarman.

Staff Present: Elizabeth Murray, Managing Director
Jennifer Norris, Assistant Managing Director/Executive Secretary

APPROVAL OF MINUTES

Trustee Horn called for approval of the minutes of the February 11, 2010 regular meeting of the Board. On motion of Trustee Myatt, seconded by Trustee Moscone, the minutes were unanimously approved.

PRESIDENT'S REPORT

Absence of President and Vice President: Trustee Horn reported that President Bechtle asked him to chair this regular meeting of the Board of Trustees in her and Vice President Shultz's absence. He reported that Vice President Shultz fell and broke her hip last week and had surgery earlier this week. He said that Vice President Shultz is reported to be on the mend and that she will be returning home from the hospital shortly to recuperate. On behalf of the Board, Trustee Horn extended best wishes to Vice President Shultz for a speedy recovery.

MANAGING DIRECTOR'S REPORT

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

RESOLUTION NO. 10-11

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

Int'l. Society of Aesthetic Plastic Surgery ISAPS Opening Ceremonies & Welcome Reception	August 15, 2010	$6,500.00

HERBST THEATRE

San Francisco Opera Center Master Classes and Concerts	June 30, 2010 July 8, 15, 16, 2010 August 11, 17, 2010 December 1, 2010	$5,450.00
American Bar Association Opening Assembly	August 7, 2010	$800.00
Richmond Ermet AIDS Foundation Help is on the Way XVI	August 15, 2010	$800.00
Stepology Bay Area Rhythm Exchange	August 20, 21, 2010	$1,600.00
John Bisceglie SF Boogie Nights!	August 22, 2010	$1,350.00
Seoul Nat'l University Alumni Assn. Annual Concert	August 28, 2010	$800.00
Self-Help for the Elderly Chinese Opera	August 29, 2010	$800.00
Blubber-Teeth, Inc. Harland Williams	September 4, 2010	$1,350.00
Congregation Sha'ar Zahav High Holiday Services	September 8, 9, 17, 18, 2010	$3,200.00
New Century Chamber Orchestra Concerts	September 25, 2010 November 20, 2010 March 26, 2011 May 21, 2011	$3,200.00
Philharmonia Baroque Orchestra Concerts	September 23, 24, 2010 October 15, 2010 November 5, 2010 December 3, 2010 January 21, 2011 February 11, 2011 March 4, 2011 April 8, 2011	$7,100.00
The San Francisco Foundation Community Leadership Awards	September 28, 2010	$800.00
The Breast Cancer Fund LUNAFEST	September 30, 2010	$800.00

San Francisco Contemporary Music Players Concerts	October 4, 2010 November 8, 2010 December 6, 2010 February 28, 2011 April 4, 2011	$3,200.00
Earth Island Institute Brower Youth Awards	October 19, 2010	$800.00
Humanities West Venice: Queen of the Adriatic Toledo and Medieval Spain Minoan Crete	 October 22, 23, 2010 February 4, 5, 2011 April 29, 30, 2011	$4,800.00
Lamplighters Music Theatre Annual Gala Performance	November 7, 2010	$800.00
Symphony Parnassus Concert	November 14, 2010	$800.00
Chinese American International School Winter Program Graduation	 December 8, 9, 2010 June 8, 2011	$2,300.00

City/War Memorial Department Employee Layoffs: Ms. Murray reported that on Friday, March 5, 2010, the City issued 60-day lay-off notices to over 17,000 employees, including 54 of the 61 employees at the War Memorial department, with plans for re-hiring the majority of employees within the 60-day period as part-time employees, working 37-½ hours per week. She stated that under this plan, employees will have no interruption in their work service and will maintain employee health benefits. Ms. Murray stated that this part-time work plan will produce 6.25% savings to the City in costs for wages and retirement. She stated that she will keep Trustees informed about this plan as new information becomes available.

SECRETARY'S REPORT

Revenue, Appropriations and Housekeeping Expenditures Reports for February 2010: Ms. Norris referred to the Revenue, Appropriations, and Housekeeping Expenditures Reports for February 2010, and requested approval of housekeeping expenditures as submitted. On motion of Trustee Myatt, seconded by Trustee Moscone, the following resolution was unanimously adopted:

RESOLUTION NO. 10-12

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM10171 through WM10214, and Interdepartmental Work Order Nos. WM1015 and WM1016, are hereby approved.

COMMITTEE REPORTS

Presentors Liaison Committee:

Trustee Bashford, Chair of the Presentors Liaison Committee, reported that the Committee met earlier today to consider and adopt recommendations on one item:

Proposed display enhancements for Opera House and Davies Symphony Hall intermission bars submitted by E & J Gallo Winery as part of its wine partnership with the Symphony, Opera and Ballet:

Trustee Bashford stated that in June 2008, the Board approved the request of the Symphony, Opera and Ballet to offer as part of their Wine Sales Opportunity Proposal, exclusive pourage rights of red, white and sparkling wines at the Opera House and Davies Hall intermission bars. The Trustees' approval was subject to certain conditions, including that all on-site signage and displays recognizing the wine partner be subject to War Memorial approval, and unless specifically excepted shall be subject to standard rental, commercial display or other applicable fees.

Trustee Bashford stated that the Symphony, Opera and Ballet subsequently entered into a wine partnership arrangement with E & J Gallo Winery, and E & J Gallo developed various display proposals to improve patron bar experience and increase beverage sales. Trustee Bashford reported that the Committee reviewed E & J Gallo's presentation on proposed enhancements to Opera House and Davies Symphony Hall intermission bars and heard from representatives of the Symphony, Opera, Ballet and E & J Gallo on the specific proposals.

Trustee Bashford stated that Trustees have received a copy of E & J Gallo's presentation booklet depicting the specific proposals. He noted that the Committee did not discuss or consider the proposals for vineyard montages as the Symphony, Opera and Ballet did not feel these displays were appropriate in the venues. Trustee Bashford reported that following discussion, the Committee voted unanimously to recommend to the full Board the following:

- To approve in concept the spiral and back-bar displays proposed for Davies Symphony Hall intermission bars subject to review and approval of the specific display materials—stainless steel and/or wood—by the Chair of the Presentors Liaison Committee in collaboration with resident licensee representatives;
- To approve the wood back-bar displays proposed for the Opera House;
- To approve Gallo's providing coasters and napkins that will include resident licensees' logos, "fun facts" about the War Memorial and resident licensees, and information about how patrons may place pre-orders with Patina;
- To refer to staff the implementation of any menu signage modifications or additions.

During discussion, Trustee Pelosi commented that he finds the pictures of wine bottles in the back-bar displays to be unattractive and inappropriate for the settings. Trustee Horn asked staff to consider this comment in the development and implementation of any menu signage changes or additions.

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

RESOLUTION NO. 10-13

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby adopts the report and recommendations of its Presentors Liaison Committee for E & J Gallo's proposed display enhancements for Opera House and Davies Symphony Hall intermission bars.

REGULAR ITEMS

Proposed Resolution to accept contributed funds for a Veterans Memorial in the War Memorial Court:
Trustee Horn stated that Trustees have received today a draft resolution concerning the proposed project for a veterans memorial in the War Memorial Court. He said that as has been previously reported to the Board, Trustee Myatt and a group of individuals, including Trustee Bashford, have formed a committee to raise funds for the design, fabrication, installation and maintenance of a veteran's memorial in the War Memorial Court, subject to the approval of the War Memorial Board of Trustees. To move this endeavor forward, the draft resolution, if approved by the Board, would do the following:

- The Board of Trustees would accept the proposal of the Veterans Memorial Committee to raise funds to be contributed to the War Memorial for the Veterans Memorial Project;
- The War Memorial would receive and deposit charitable contributions from groups, organizations and individuals into the "War Memorial Gift Fund" for the exclusive purpose of funding the Veterans Memorial Project; and
- Once the War Memorial has received contributed funds in the Gift Fund sufficient to pay for the Veterans Memorial Project, the War Memorial will enter into a Memorandum of Understanding with the San Francisco Arts Commission concerning the Arts Commission's administration and coordination of the design, fabrication and installation of a veterans memorial subject to the approval of the Board of Trustees in each project phase.

Trustee Horn noted that Trustee Myatt has been working very hard on this proposal and asked him to update the Trustees on his progress and comment on the draft resolution.

Trustee Myatt reported that he is very pleased with the progress of the Veterans Memorial Committee, noting that the American Legion War Memorial Commission, other veterans' groups and the War Memorial's resident licensees are all participating. He said the Committee is planning a "kick-off" reception in the Opera House on April 26, 2010 at 5:30 p.m., to launch a nationwide design competition administered by the San Francisco Arts Commission. Trustee Myatt stated that this resolution is important in order for the War Memorial to accept tax deductible donations for this public project. He said the goal is to raise $500,000 this year towards the preliminary estimate of $2 million for the entire project which is targeted to be completed an installed in 2013.

Following discussion, and on motion of Trustee Pelosi, and seconded by Trustee Moscone, the following resolution was adopted:

RESOLUTION NO. 10-14

WHEREAS, The War Memorial is a charitable trust department Under Article V of the San Francisco Charter with exclusive charge over its assets; and

WHEREAS, Under Article V of the San Francisco Charter, the War Memorial Board of Trustees may accept and shall comply with the terms and conditions of loans, gifts, devises, bequests or agreements donating works of art or other assets to the War Memorial without action of the Board of Supervisors so long as acceptance of same entails no expense for the City and County beyond ordinary care and maintenance; and

WHEREAS, The War Memorial complex was constructed to honor the memory of the soldiers, sailors, Marines and war workers—men and women—who brought imperishable glory to California by their splendid contribution to the winning of the World War; and

WHEREAS, The War Memorial Board of Trustees has previously voted to support the installation of an appropriate veterans' memorial in the War Memorial Court for public benefit and enjoyment; and

WHEREAS, A group of individuals, working in a coordinated effort as the Veterans Memorial Committee, has proposed to raise funds to be contributed to the War Memorial for the design, fabrication, installation, conservation, and maintenance of a veterans' memorial in the War Memorial Court ("Veterans Memorial Project"); now, therefore, be it

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby accepts the proposal of the Veterans Memorial Committee to raise funds on behalf of the War Memorial for the Veterans Memorial Project; and

FURTHER RESOLVED, That the War Memorial shall deposit charitable contributions from groups, organizations and individuals for the exclusive public purpose of funding the Veterans Memorial Project into the War Memorial Gift Fund; and

FURTHER RESOLVED, That once the War Memorial has received contributed funds in the War Memorial Gift Fund that it determines are sufficient to pay for the Veterans Memorial Project, the War Memorial shall enter into a Memorandum of Understanding with the San Francisco Arts Commission concerning the Arts Commission's administration and coordination of the Veterans Memorial Project.

ADJOURNMENT

There being no further business, Trustee Horn adjourned the meeting at 2:50 p.m.

Jennifer E. Norris
Executive Secretary