

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
VETERANS COMMITTEE
Thursday, October 8, 2020

The Veterans Committee of the Board of Trustees of the War Memorial of San Francisco met remotely at 1:30 p.m. on Thursday, October 8, 2020, Chair Myatt, presiding.

ROLL CALL

Committee Members Present: Chair Myatt, Vice-chair Levin, Trustee Gatti, Trustee Pelosi
President Thomas E. Horn, *Ex officio* and
Vice President Charlotte M. Shultz, *Ex officio*

Non-Committee Members Present: Trustee Bechtle, Trustee Lui, Trustee Wilsey, and Trustee Wright

Staff Present: John Caldon, Managing Director
Jennifer Norris, Assistant Managing Director

REGULAR ITEMS

Proposed Renewal of Agreement with American Legion War Memorial Commission.

Chair Myatt stated that in advance of today's meeting, Committee members received several documents relating to the proposed renewal of the agreement between the War Memorial Board of Trustees and the American Legion War Memorial Commission, under which an annual sum is paid by the War Memorial to the Commission.

Chair Myatt stated that the renewal agreement under consideration stems from the 1977 transfer of management and control of what is now the Herbst Theatre and the Green Room from the Commission to the Trustees, and the Commission's relinquishing two basement rooms to the Museum of Modern Art. This agreement was made in exchange for the Commission receiving a more assured source of income to help cover the Commission's office expenses related to administering Veterans Building space allocated for veterans' use.

Chair Myatt said each of the original 1977 agreement and 18 subsequent renewal agreements specified an annual sum to be paid by the Trustees to the Commission from Herbst Theatre rental revenues based on the Commission's needs and requirements at the time. The last renewal agreement covered the two-year period from January 1, 2019 to December 31, 2020.

Chair Myatt noted documents distributed to Trustees include a Staff Report, which provides a history of this agreement and provides staff's recommendation for the January 1, 2021 renewal. Trustees also received a draft of the proposed one-year renewal agreement, War Memorial staff's worksheet for the American Legion War Memorial Commission 2021 budget with staff recommendations, and a history of the sums paid by the Trustees to the Commission over the last 43 years.

Chair Myatt asked Managing Director John Caldon to review and explain the documents provided to the Committee.

Director Caldon stated that as noted in the Staff Report provided to the Committee, staff is recommending approval of a one-year renewal agreement for calendar year 2021. Under the proposed renewal, staff is recommending that a total annual sum of \$30,000 be paid to the Commission from Veterans Building revenues with all other terms of the agreement remaining the same as provided in the current 2019-2020 renewal. The 2021 agreement will be renewed for a 12-month period, effective January 1, 2021.

Chair Myatt asked Helen Wong, Chair of the American Legion War Memorial Commission, to provide comments to the Committee.

Ms. Wong stated that the American Legion War Memorial Commission agrees with the terms of the renewal agreement as set forth. She noted that beyond the 10 San Francisco Posts, the American Legion also has 25 other Veterans organizations that utilize the Veterans Building each year. The meeting rooms are being used more, mainly because veterans groups are making more of a presence in the building with the assistance of War Memorial management. Ms. Wong commented that the War Memorial Veterans Building is being recognized as “the place to go” for veterans. Ms. Wong said that the American Legion War Memorial Commission respectfully requests that the War Memorial Board of Trustees approve the contract renewal with the budget as set forth in the agreement.

Following discussion, and on motion of Trustee Levin, seconded by Vice President Shultz, the following recommendation was unanimously adopted.

RECOMMENDED, To the Board of Trustees of the War Memorial of San Francisco that it approve the proposed one-year renewal agreement with the American Legion War Memorial Commission effective January 1, 2021 as recommended by staff.

PUBLIC COMMENT

Trustee Levin said that as a fellow veteran, he would like to thank the War Memorial Board of Trustees for the amount of \$1,197,236 that has been given to support the American Legion War Memorial Commission from 1977 to 2021, which has allowed it to continue its work on behalf of veterans.

ADJOURNMENT

There being no further business, Chair Myatt adjourned the meeting at 1:40 p.m.



Jennifer E. Norris
Executive Secretary