

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR BOARD MEETING

Thursday, December 10, 2020

The Board of Trustees of the War Memorial of San Francisco met remotely in regular session on Thursday, December 10, 2020, at 2:10 p.m., President Horn presiding.

ROLL CALL

Present: President Horn, Vice President Shultz, Trustee Bechtle, Trustee Gatti, Trustee Levin, Trustee Lui, Trustee Moscone, Trustee Myatt, Trustee Pelosi, Trustee Wilsey and Trustee Wright

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

PRESIDENT'S REPORT

President Horn stated that this year marks the 75th Anniversary of the United Nations, which was founded in San Francisco with the hope that countries would no longer have to fight and could resolve their differences through diplomacy. After World War I, we learned how to win the war, but did not learn how to win the peace. Following World War II, the United Nations was founded in the War Memorial buildings, with the signing of the United Nations Charter taking place on the stage of the Herbst Theatre, then known as the Veterans Auditorium, in 1945.

President Horn said that he wanted to wish all Trustees a happy holiday. He stated that he wanted to thank Trustees for the dedication they have continued to show to the War Memorial this last year despite the pandemic. President Horn said he particularly wants to thank John Caldon, Jennifer Norris, and all War Memorial staff, from engineers to custodial employees, who have stepped up during this pandemic. He noted that he was speaking on behalf of all Trustees in thanking staff for their work.

President Horn further stated he thinks 2021 is going to be a year where we will be able to bring dance, song, and music back to the War Memorial and Performing Arts Center.

Resident Company Update:

President Horn stated that War Memorial resident companies continue to be impacted by COVID-19 closures. He noted there was an interesting news story on KTVU yesterday about how arts organizations are dealing with the pandemic, which focused on the San Francisco Ballet and War Memorial facilities. President Horn invited representatives of War Memorial resident companies to update the Board on the status of their organizations.

Kelly Tweeddale, Executive Director of the San Francisco Ballet, reported that the Ballet has a weekly COVID-19 testing protocol in place. She further stated that the Ballet began holding class with the use of technology. A screen was placed in one studio capturing one class, while simultaneously screening that class to another studio. This practice keeps students safe while they take class from the same instructor. Ms. Tweeddale also reported that the Ballet is creating three new works to be captured on video as part of its upcoming virtual season.

Ms. Tweeddale further reported that testing will be increased to three times per week for some artists. The dancers are isolated in pods and masked. The Ballet is conducting 1,500 COVID-19 tests per month to keep employees safe while they create new work.

Ms. Tweeddale stated that the Ballet has created a digital immersive experience presentation of *Nutcracker*, which will include walking through the lobby of the Opera House in digital form. This will be followed by the launch of their season in January, which will be a digital season streamed on a digital platform.

Ms. Tweeddale closed by expressing her gratitude to the War Memorial Board of Trustees and staff.

Andrew Dubowski, Senior Director of Operations for the San Francisco Symphony, reported that the Symphony had a very successful virtual Deck the Hall celebration on Saturday with a broadcast on NBC Bay Area. Prior to that, the Symphony held a tree lighting with decorative scenic trees made by a local artist in place of the usual live decorated trees, and that it has designed a special 30-minute light show viewed from the exterior of Davies Hall that plays on a repeated loop.

Mr. Dubowski said that Esa-Pekka Salonen, new Music Director for the San Francisco Symphony, is in residence with the Symphony this week and next. The Symphony has continued to record video and audio content from various spaces in the Symphony Hall. The Symphony's current series of SoundBox and some chamber captures will be available on their website as they are released.

Mr. Dubowski reported that the Symphony tested a recording protocol with Mr. Salonen and members of the orchestra with a group of string players in Zellerbach A, a group of string players on the Davies Hall stage, and four wind musicians isolated in practice rooms backstage. All musicians were able to hear and see one another. The Symphony is hopeful this innovation will allow capture of additional content with greater numbers of orchestra members.

Mr. Dubowski stated that the Symphony began a testing protocol last Friday. Testing is required once or twice per week depending on an employee's role within the production. He reported that testing is going very well with the support of War Memorial staff.

President Horn invited Matthew Shilvock, General Director of the San Francisco Opera, to provide an update. Mr. Shilvock reported that the Opera was able to have its *Fidelio* set on stage for most of the Fall Season, which allowed it to prepare the set for possible use in outdoor venues next spring.

Mr. Shilvock stated that in addition to the costumes it has produced for next year's season, the Opera Costume Shop has made 12,000 masks for health care workers.

Mr. Shilvock reported that the Opera has been working in the Atrium Theater and that it was able to rehearse singing in that space for the first time since the pandemic began. He stated that the ability to allow for safe singing is still a major challenge for San Francisco and the Bay Area, but the Opera is putting into place a number of systems that will allow for more regular coaching with the Adler Fellows in 2021, including new coaching rooms and partnering with a Swedish company named "Elk" to allow for real-time remote coaching.

On behalf of the San Francisco Arts Alliance, for which Mr. Shilvock serves as Co-Chair, he reported on the federal "Save Our Stages" legislation, which is a piece of legislation that might become part of the next stimulus package. If enacted, this legislation would help arts organizations like the San Francisco Opera, San Francisco Ballet and San Francisco Symphony during the pandemic.

MANAGING DIRECTOR'S REPORT

Approval of Consent Agenda: Director Caldon stated that items submitted on the Consent Agenda included: minutes of the regular meeting of the Board of November 12, 2020, and Rental Requests and Rental Refund Requests for December 10, 2020. Mr. Caldon requested their approval. On motion of Trustee Pelosi, seconded by Trustee Moscone, the following resolution was unanimously adopted:

RESOLUTION NO. 20-40

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the minutes of the November 12, 2020 regular meeting of the Board; Rental Requests and Rental Refund Requests for December 10, 2020 are hereby approved.

Summary of War Memorial's Pandemic Support: Director Caldon stated that the War Memorial has continued to support the City's COVID-19 response efforts in several ways. He shared the following highlights of War Memorial efforts:

- The War Memorial continues hosting blood drives.
- Disaster Service Workers: To date 24 War Memorial employees have been deployed, providing almost 6,700 hours of service; currently four War Memorial employees are deployed at the City's COVID Command Center through the remainder of the calendar year.
- Emergency Medical Services Agency: Continue to host the COVID-19 ambulance and paratransit vehicle dispatch office on the second floor of the Veterans Building, and parking in the horseshoe driveway and adjacent parking lot, through December 17, 2020.
- Logistical support in the form of parking for the City's Homeless Outreach Team.

Director Caldon said that he would like to take a moment to share his excitement about the work that the Ballet, Opera and Symphony are doing. He thanked President Horn for his support over the last nine months. On behalf of the staff, he offered thanks to the full Board for their support.

Approval of Secretary's Report: Assistant Managing Director/Secretary Jennifer Norris requested approval of the Revenue, Appropriations and Housekeeping Expenditures Reports for November 30, 2020. On motion of Trustee Wilsey, seconded by Trustee Moscone, the following resolution was unanimously adopted:

RESOLUTION NO. 20-41

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the November 30, 2020 Revenue, Appropriations and Housekeeping Expenditures Reports are hereby approved.

REGULAR ITEMS

War Memorial Departmental Budget for Fiscal Years 2021-22 and 2022-23: President Horn stated that the War Memorial Departmental Budget for Fiscal Years 2021-22 and 2022-23 will be referred to the Budget and Finance Committee. The Budget and Finance Committee will meet, make recommendations, and present them to the full Board at the February 2021 meeting.

Elections of Officers: President Horn opened the floor to nominations for the offices of President and Vice President of the War Memorial Board of Trustees for calendar year 2021.

Trustee Pelosi nominated Thomas E. Horn for the office of President and Charlotte M. Shultz for the office of Vice President. The nominations were seconded by Trustee Moscone, and the following resolution was unanimously adopted:

RESOLUTION NO. 20-42

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that nominations for the offices of President and Vice President of the Board of Trustees for 2021 are hereby closed; and further,

RESOLVED, That the Board unanimously elects Thomas E. Horn as President and Charlotte M. Shultz as Vice President for calendar year 2021.

President Horn said it is a real pleasure to serve the War Memorial Board. He stated that he has been a member of the Board since 1981 and has been President of the Board for 14 of those years.

GOOD AND WELFARE

Trustee Levin said that he wanted to thank Trustee Gatti for his beautiful work in designing the floral arrangement he received following the passing of his wife and the gift baskets President Horn sent Trustees.

All of the War Memorial Trustees, Director Caldon and Assistant Director Norris thanked President Horn for the beautiful gift basket for Christmas.

Trustee Pelosi wished Trustee Lui a happy birthday. Trustee Pelosi said George Shultz will celebrate his 100th Birthday next week and wished him a happy birthday.

PUBLIC COMMENT

Public comment is an opportunity for members of the public to directly address the Trustees on items within the subject matter jurisdiction of the Board, but not on the agenda.

President Horn stated that during COVID-19 health emergency while Trustees are meeting remotely, members of the public may address the Board by emailing their public comment to WarMemorialBoard@sfgov.org or by leaving public comment as a voicemail at 415-554-6308 in advance of Board meetings. President Horn also invited the public to leave additional public comment until 12:00 p.m. on War Memorial Board meeting day.

Trustees encourage the public to provide their comments and feedback by email or voicemail.

It should be noted that no public comment was received either prior to the meeting or in the subsequent week.

ADJOURNMENT

There being no further business to come before the Board, President Horn adjourned the meeting at 2:45 p.m.

Jennifer E. Norris
Executive Secretary