

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR BOARD MEETING

Thursday, December 9, 2021

The Board of Trustees of the War Memorial of San Francisco met in regular session on Thursday, November 10, 2021, at 2:00 p.m., in the Trustees' Board Room, War Memorial Opera House, President Horn presiding.

ROLL CALL

Present: President Horn, Trustee Gatti, Trustee Kopp, Trustee Lui, Trustee Myatt, Trustee Pelosi, Trustee Wilsey and Trustee Wright

Absent: Trustee Moscone

Staff Present: John Caldon, Managing Director

PRESIDENT'S REPORT

Charlotte Mailliard Shultz: President Horn began the meeting expressing his enormous sadness at the recent passing of Vice President, and longtime Trustee and former President, Charlotte Mailliard Shultz. He expressed how much she loved the War Memorial buildings and being on the War Memorial Board of Trustees. He noted she was always "all-in." President Horn remarked that Trustee Shultz served as President of the Board several times and served as a Trustee for 43 years: longer than anyone in the history of the Board. He noted that she was Vice President many times, chaired committees, and was an incredible person whose fingerprints are all over the War Memorial complex. President Horn expressed his sincere sadness at her passing.

Nancy Bechtle: President Horn noted that on Saturday, November 27, 2021, the San Francisco Opera closed its production of "Cosi Fan Tutte." He expressed that in addition to being very fun and hugely successful, the entire run of "Cosi Fan Tutte" was dedicated by the San Francisco Opera to late Trustee Nancy Hellman Bechtle. He continued that the San Francisco Symphony has announced it will be presenting concerts from January 27 to January 29, 2022, in Trustee Bechtle's memory. On behalf of Trustees, President Horn thanked the Opera and Symphony for the incredible tributes to Trustee Bechtle.

Sculptures: President Horn stated that in November 2021, with support of a federal grant, staff began the process of preserving the four sculptures installed on War Memorial Grounds. He continued that Trustees may have noticed that the Henry Moore and Fletcher Benton sculptures at Davies Hall are currently not in place, as they were taken offsite to have extensive structural repairs performed on them. President Horn noted the Voulkos and Gordin sculptures were cleaned and preserved onsite. He stated that they look beautiful and encouraged Trustees to visit them.

President Horn noted that performing this restoration work has brought to light that loan agreements are not currently in place for the Benton and the Voulkos sculptures, both of which are on loan from the SFMoMA. In order for Trustees and staff to consider the approval of loan agreements for both sculptures, President Horn referred this matter to the Building Committee and requested that the Committee meet to consider and adopt recommendations on loan agreements for both sculptures.

Resident Companies: President Horn reported that John Keene has replaced Ian Robertson as Director of the San Francisco Opera Chorus. Mr. Keene was formerly the Head of Music Staff and Chorus Master at the Seattle Opera.

President Horn further reported that Danielle St. Germain-Gordon, Interim Executive Director for the San Francisco Ballet, was in attendance today. Though Ms. St. Germain-Gordon has attended virtual meetings of the War Memorial Board of Trustees, President Horn wanted to introduce her in person. Ms. St. Germain-Gordon thanked President Horn for the introduction and noted that the Board could probably feel the energy from the ballet dancers practicing next door, as they are poised to open “Nutcracker” on Friday, December 10, 2021. She also reported that ticket sales have been going well, even approaching 2018 sales levels, the year which marked the 75th anniversary of “Nutcracker.” She expressed her gratitude to the War Memorial and encouraged everyone to join the ballet for “Nutcracker” to celebrate the Ballet’s return to the stage.

Global Gourmet Catering Contract Renewal: President Horn stated that per the terms of its agreement, Global Gourmet Catering is required to request from this Board approval of a possible renewal term 18 months before the original term of their agreement expires. He noted that the original term will expire on July 31, 2023, which means that Global Gourmet will need to submit its request to renew to the Presentors Liaison Committee no later than February 2022. In order for Global Gourmet to have an opportunity to submit the request, President Horn referred the matter to the Presentors Liaison Committee.

MANAGING DIRECTOR'S REPORT

Approval of Consent Agenda: Director Caldon stated that items submitted on the Consent Agenda included the minutes of the November 10, 2021 Veterans Committee Meeting of the Board; the minutes of the November 10, 2021 Special Meeting of the Board; Rental Requests for December 9, 2021; and November 2021 Housekeeping Expenditures.

Trustee Kopp requested a clarification to the minutes of the November 10, 2021 Veterans Committee meeting of the Board. He requested that the sentence on page two of the minutes that states:

“Upon invitation from Chair Myatt, Director Caldon reviewed the documents provided to the Committee. He noted that staff recommended a one-year renewal agreement for 2022 with an annual sum of \$37,800 to be paid to the Commission by the War Memorial *throughout the year.*”

be revised to:

“Upon invitation from Chair Myatt, Director Caldon reviewed the documents provided to the Committee. He noted that staff recommended a one-year renewal agreement for 2022 with an annual sum of \$37,800 to be paid to the Commission by the War Memorial *in 2022.*”

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

RESOLUTION NO. 21-37

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the minutes of the November 10, 2021 Veterans Committee Meeting of the Board, as amended; minutes of the November 10, 2021 Special Meeting of the Board; Rental Requests for December 9, 2021; and November 2021 Housekeeping Expenditures, are hereby approved.

Hiring of Assistant Managing Director: Director Caldon reported on the progress regarding the hiring of the Assistant Managing Director position. He stated that a job description has been drafted and that staff is adhering to the hiring and outreach process as outlined in the staff’s Racial Equity Action Plan, which includes having the job description reviewed by the staff’s Racial Equity Facilitator prior to its distribution. He noted that once that step has been completed, the job description will then be distributed to Trustees and will be posted publicly in mid-January.

REGULAR ITEMS

Election of President: President Horn opened the floor to nominations for the office of President of the War Memorial Board of Trustees for calendar year 2022.

Trustee Lui nominated Thomas E. Horn for the office of President. She noted that the last two years have been historically difficult, in that the Board appointed a new Managing Director and just seven months later the War Memorial closed due to the pandemic. She continued that since then the Board has lost four Trustees, with three of them having passed since July. She also noted that this past week the Board lost Vice President Shultz, who, if the tradition of the Board had been followed, would have become the next President. Trustee Lui expressed her strong belief that the Board needs consistency in this time of chaos and nominated the current President, Trustee Horn to serve another year as President. She expressed that the Board needs his experience and leadership as they welcome new Trustees and move forward out of the pandemic.

Trustee Pelosi commented that he agreed with Trustee Lui and that everything she had said was appropriate: the Board has lots to do, new members to bring in, a lot of work, and that President Horn would be an excellent choice to continue as President. Trustee Pelosi then “firmly, wholeheartedly, and enthusiastically” seconded the nomination.

Having no further nominations, President Horn closed the nominations for President.

The following resolution was unanimously adopted:

RESOLUTION NO. 21-38

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 2022 are hereby closed; and further,

RESOLVED, That the Board unanimously re-elects Thomas E. Horn as President for calendar year 2022.

President Horn said he was honored by the confidence of the Board. He noted his service on the Board over the years, in that it is always different with new challenges. He expressed his gratitude for War Memorial staff, who didn't sign up for being closed down, but are now back “doing what we do.” President Horn noted what a great Board the War Memorial has and stated he is looking forward to working with the staff, as well.

Election of Vice President: President Horn then opened the floor to nominations for the office of Vice President of the War Memorial Board of Trustees for calendar year 2022.

Trustee Wright nominated Trustee Goretta Lo Lui for the office of Vice President. Trustee Wright commented on Trustee Lui's engagement and involvement in the community and how important it is to bring along everybody to the arts in San Francisco. She noted Trustees are lucky to have Trustee Lui on the Board, as she always seeks clarity regarding the financials. Trustee Wright continued that the people of San Francisco want people to pay attention and remarked on Trustee Lui's attention to the financial detail, as well as her experience as Chair of the Budget and Finance Committee and as a member of the Racial Equity Committee. Trustee Wright stated that Trustee Lui would be a fabulous Vice President, and a great partner to President Horn, in the leadership of this organization.

The nomination was seconded by Trustee Wilsey, and the following resolution was unanimously adopted:

RESOLUTION NO. 21-39

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 2022 are hereby closed; and further,

RESOLVED, That the Board unanimously elects Trustee Goretti Lo Lui as Vice President for calendar year 2022.

GOOD AND WELFARE

Trustee Wilsey remarked on how wonderful it was to be meeting in person. President Horn agreed, noting that there had not been an in-person board meeting in 18-months. Trustee Myatt thanked President Horn for managing the Board when it could not convene in person. He also thanked Director Caldon for coordinating virtual meetings so the Board could continue to function in very important times. Director Caldon thanked his staff, in particular Colleen Burke-Hill and Sean Farnan, who managed the technical work of the remote meetings.

Trustee Wright commented that of all the Boards on which she sits, she feels the staff of the War Memorial is amazing. She thanked President Horn for his leadership and Trustees for the work they do to bring arts to the City. She remarked that when you walk behind the scenes and see all the work done to keep these buildings going, it's a huge endeavor. She noted that sometimes one can take for granted that fact, as you buy your ticket, show up, and it just happens.

President Horn reported that as the City has reopened, he has read news stories about cable cars and Muni subways not being able to operate due to deferred maintenance. He noted he did not want to read this about the War Memorial and that at every point a performing arts organization was ready to go back to the Herbst Theatre, Davies Symphony Hall, or the War Memorial Opera House, the War Memorial was ready even on a skeleton staff and with, essentially, new leadership. Trustee Gatti remarked that that also included installing new seats in the Opera House. Trustee Lui noted the elevator modernization in Davies Symphony Hall. Trustee Myatt remarked that many of the staff were also deployed to other places during the pandemic to help the City.

PUBLIC COMMENT

President Horn opened public comment by noting that public comment is an opportunity for members of the public to address Trustees on items within the subject matter jurisdiction of the Board but not on the agenda. There being none, public comment was closed.

ADJOURNMENT

There being no further business to come before the Board, President Horn adjourned the meeting in honor of Trustee Charlotte Maillard Shultz at 2:31 pm.



John Caldon
Managing Director