MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR BOARD MEETING
Thursday, October 12, 2017

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, October 12, 2017, in the Trustees’ Board Room, War Memorial Opera House, President Horn presiding.

ROLL CALL
Present: President Horn, Vice President Bechtle, Trustee Davis, Trustee Levin, Trustee Lui, Trustee Myatt, Trustee Pelosi, Trustee Shultz, Trustee Wilsey
Absent: Trustee Moscone, Trustee Walker
Staff Present: Elizabeth Murray, Managing Director; Jennifer Norris, Assistant Managing Director

APPROVAL OF MINUTES
President Horn called for approval of the amended minutes of the August 8, 2017 meeting of the Veterans Committee. On motion of Trustee Lui and seconded by Trustee Pelosi, the minutes were unanimously approved.

President Horn called for approval of the minutes of the September 14, 2017 meeting of the Presentors Liaison Committee. On motion of Vice President Bechtle, seconded by Trustee Myatt, the minutes were unanimously approved.

President Horn called for approval of the minutes of the September 14, 2017 meeting of the Building Committee. On motion of Vice President Bechtle, seconded by Trustee Lui, the minutes were unanimously approved.

President Horn called for approval of the minutes of the September 14, 2017 regular meeting of the Board. On motion of Trustee Shultz, seconded by Lui, the minutes were unanimously approved.

PRESIDENT’S REPORT
Resolution honoring Joseph Savin: President Horn said it is his great pleasure to welcome to today’s meeting, Joseph Savin, who has served as the Opera House Carriage Entrance Ticket Taker for the past 44 years and who retired on September 30. President Horn extended sincere thanks for Mr. Savin’s dedicated service to the San Francisco War Memorial and Performing Arts Center and he asked Mr. Savin to come forward so he may read the following proposed resolution in his honor.

On motion of Trustee Pelosi, seconded by Vice President Bechtle, the following resolution was unanimously adopted:

RESOLUTION NO. 17-32

Whereas, JOSEPH SAVIN retired on September 30, 2017, following 48 years of distinguished service at the War Memorial Opera House; and

Whereas, Joe Savin began his Opera House career in 1969, checking in volunteer ushers. During the next 4 years, Joe filled-in for Opera House ticket takers and then was assigned as Head Usher for the Box Level; and
Whereas, In 1973, Joe Savin accepted the position of Carriage Entrance Ticket Taker, becoming only the second usher ever assigned to this post; and

Whereas, Since 1973, and for the last 44 years, Joe Savin has greeted and helped millions of patrons and guests at the Opera House Carriage Entrance, calmly and efficiently handling and resolving thousands of patron questions and requests; and

Whereas, Joe has endeared himself to multiple generations of opera and ballet lovers, helping them feel welcome and safe at the War Memorial Opera House; and

Whereas, Many patrons, guests and staff have never known another face other than Joe’s at the Carriage Entrance, and he will be dearly missed by the War Memorial, Opera, Ballet and countless patrons; Therefore Be It

RESOLVED. By the Board of Trustees of the War Memorial of San Francisco to hereby thank and commend JOSEPH SAVIN for his 48 years of outstanding service to the San Francisco War Memorial and Performing Arts Center, and for his dedicated service to the cultural community of San Francisco, and extend to him heartfelt best wishes on the occasion of his retirement.

MANAGING DIRECTOR'S REPORT

Rental Requests: Ms. Murray stated that rental requests are routine and requested their approval. On motion of Vice President Bechtle, seconded by Trustee Pelosi, the following resolution was unanimously adopted:

RESOLUTION NO. 17-33

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

San Francisco Opera Guild
    Holiday Reception & Onstage Dinner December 4, 2017 $2,175.00 Catering exemption #2

LOUISE M. DAVIES SYMPHONY HALL

Facilities of Asian Cultural Exchange
    China Broadcasting Chinese Orchestra April 10, 2018 $2,500.00 vs 10% $7,500.00 maximum

SF JAZZ
    Ahmad Jamal June 6, 2018 $2,500.00 vs 10% 5,200.00 maximum

HERBST THEATRE

Extraordinary Talent Productions
    Broadway @ The Herbst: Jessie Mueller October 19, 2017 $2,500.00

US Chinese Dance Association
    Gansu Ethnic Song and Dance Troupe November 16, 2017 $1,250.00

American Legion Cathay Post
    God Bless the USA January 26, 2018 $1,250.00

Hult International Business School
    Hult’s Got Talent February 16, 2018 $1,250.00
CIIS Public Programs
   Angela Davis
   April 13, 2018
   $1,250.00

Philharmonia Baroque Orchestra
   Rehearsal Days
   April 23, 24, 2018
   $2,000.00

Earplay
   Concert
   April 30, 2018
   $1,250.00

APA Heritage Foundation
   APA Heritage Month Celebration
   May 2, 2018
   $1,250.00

SFSU Chemistry & Biochemistry Student Assn.
   Graduation Ceremony
   May 26, 2018
   $1,250.00

UCSF School of Dentistry
   Graduation Ceremony & Reception
   June 11, 2018
   $1,475.00

Star Dance Studios
   Annual Dance Concert
   June 14, 15, 16, 2018
   $3,500.00

WILSEY CENTER FOR OPERA

Angel Hack
   Global Demo Day 2017 & Startup Bash
   November 2, 2017
   $1,925.00

Bay Area Rainbow Symphony
   Concert
   December 16, 2017
   $1,025.00

West Edge Opera
   Snapshot Matinees
   January 21, 2018
   February 25, 2018
   $1,600.00

Philharmonia Baroque Orchestra
   Rehearsal
   April 23, 2018
   $225.00

African American Shakespeare Company
   Richard III
   July 3-29, 2018
   $9,600.00*

*Based on current rental rates, as rates for July, 2018 are not set.

Additional Rental Requests: Ms. Murray stated that additional rental requests are routine and requested their approval. On motion of Vice President Bechtle, seconded by Trustee Lui, the following resolution was unanimously adopted:

RESOLUTION NO. 17-34

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

San Francisco Ballet
   2017 Nutcracker and 2018 Repertory Season
   December 10, 2017 – May 6, 2018
   $238,400.00 vs 10%
   $257,300.00 maximum
**ZELLERBACH REHEARSAL HALL**

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<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Description</th>
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<tbody>
<tr>
<td>San Francisco Ballet</td>
<td>December 16, 2017</td>
<td>Nutcracker Luncheon – Catering Exemption</td>
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**HERBST THEATRE**

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<tr>
<th>Event</th>
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<th>Amount</th>
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<tbody>
<tr>
<td>Another Planet Entertainment</td>
<td>December 4, 5, 6, 2017</td>
<td>$7,500.00</td>
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<td>Shaolin Temple USA</td>
<td>December 17, 2017</td>
<td>$1,250.00</td>
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<td>Good Food Foundation</td>
<td>January 19, 2018</td>
<td>$2,500.00</td>
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<td>Pipit &amp; Finch</td>
<td>February 17, 2018</td>
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<td>Tango Lovers Organization</td>
<td>April 29, 2018</td>
<td>$1,250.00</td>
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<td>CIIS Public Programs</td>
<td>May 23, 2018</td>
<td>$1,250.00</td>
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<tr>
<td>Fashion Institute of Design &amp; Merchandising</td>
<td>June 15, 2018</td>
<td>$1,250.00</td>
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**WILSEY CENTER FOR OPERA**

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<td>American Indian Film Institute</td>
<td>November 3, 2017</td>
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<tr>
<td>Bernice Lindstrom</td>
<td>November 5, 2017</td>
<td>$800.00</td>
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<tr>
<td>San Francisco Opera Center</td>
<td>January 30, 2017</td>
<td>$7,200.00</td>
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**DIRECTOR'S REPORT**

**New Patina Chef:** Ms. Murray stated that Patina has a new chef for the War Memorial and Performing Arts Center, Robert Hohmann, who is present today to meet the Trustees.

Chef Robert Hohmann stated he is originally from New York. He has worked with the Thomas Keller Restaurant Group for a dozen years. He helped open Per Se in New York and then moved to California in 2008 to continue his work with TKRG. Mr. Hohmann said he is excited to be a part of the Patina Group at the War Memorial and, as a singer and trombonist, he has a fondness for the performing arts.

**Memorial Court Unscheduled Use:** Ms. Murray reported that on October 10, 2017, an unscheduled use of the Memorial Court occurred by United Educators of San Francisco, who gathered for a protest rally prior to the San Francisco School Board meeting across the street. The unscheduled use was permitted by the San Francisco
Police Department without the War Memorial’s knowledge. She stated that the permitting jurisdiction of the Memorial Court is being resolved by the Office of the City Attorney. She further said that at the recommendation of the City Attorney, she will be bringing to the board an updated policy concerning use of War Memorial exterior grounds. Ms. Murray asked that the matter of updating the policy on the use of War Memorial exterior grounds be referred to Committee. President Horn referred the matter to the Presentors Liaison Committee for consideration and recommendation.

SECRETARY'S REPORT

Revenue, Appropriations and Housekeeping Expenditures Reports for September 2017: Ms. Norris stated that Revenue, Appropriations and Housekeeping Expenditures reports for September 2017 have been distributed to Trustees, and she requested approval of September 2017 housekeeping expenditures as submitted.

On motion of Trustee Wilsey, seconded by Vice President Bechtle, the following resolution was unanimously adopted:

RESOLUTION NO. 17-35

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. 95163 through 103218 and Journal Entries 8891 and 9494 are hereby approved.

COMMITTEE REPORTS

Veterans Committee:

Korean War Memorial Foundation – Veterans Building Occupancy Agreement:

Chair Myatt stated that the Veterans Committee met earlier today to consider and adopt a recommendations on the proposed second amendment of the Veterans Building Occupancy Agreement with Korean War Memorial Foundation to reflect the change of designated premises from room 313A to room 213E and modified utilities and service costs.

Chair Myatt stated that by way of background, at the August meeting of the Board, the Trustees approved the allocation of Veterans Building space to Swords to Plowshares, with the stipulation that allocation of the individual office 313A to Swords to Plowshares is subject to the Korean War Memorial Foundation’s agreement to relocate their office from room 313A to a second floor office. He said that the Korean War Memorial Foundation subsequently advised the War Memorial of their agreement to relocate their office from room 313E to 213E in consideration of revised rent and elimination of any utility charge.

Chair Myatt stated that following discussion, the Veterans Committee voted unanimously to recommend approval of a second amendment of the Veterans Building Occupancy Agreement with the Korean War Memorial Foundation to reflect the change of designated premises from room 313A to room 213E and to waive Korean War Memorial Foundation’s payment of annual utilities and service costs.

President Horn stated that at the Committee meeting there was a good deal of discussion about the merits of the Korean War Memorial Foundation which is important, but he wants reiterate that the Committee’s recommendation to waive the Foundation’s service and utility costs is due to the Foundation’s agreement to relocate its office, making it possible for the War Memorial and the American Legion War Memorial Commission to move forward with installing Swords to Plowshares in the Veterans Building.

During public comment, Paul Cox, Chair of the American Legion War Memorial Commission, thanked the Veterans Committee for recommending this action which assists the Commission in trying to utilize the veterans’ space in the Veterans Building more fully.

Following discussion, and on motion of Trustee Levin, seconded by Trustee Wilsey, the following resolution was unanimously approved.
RESOLUTION NO. 17-36

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby adopts the report and recommendation of its Veterans Committee and approves a second amendment of the Veterans Building Occupancy Agreement with the Korean War Memorial Foundation to reflect the change of designated premises from room 313A to room 213E and to waive Korean War Memorial Foundation’s payment of annual utilities and service costs.

REGULAR ITEMS

Opera request for Opera House main lobby display:

President Horn stated that Trustees have received a letter from the San Francisco Opera requesting permission to install a public display in the Opera House main lobby in connection with the upcoming world premiere of the John Adams opera, *Girls of the Golden West*.

President Horn welcomed Jon Finck, Director of Communication and Public Affairs for the Opera, to provide additional information on the proposed display.

Mr. Finck reviewed the Opera’s proposal which will provide an interesting and educational experience for Opera patrons during this Opera premiere.

Following discussion, and on motion of Trustee Shultz, seconded by Vice President Bechtle, the following resolution was unanimously approved.

RESOLUTION NO. 17-37

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby approves the San Francisco Opera’s request to install a public display of four glass-top in the Opera House main lobby in connection with the upcoming world premiere of the John Adams opera, *Girls of the Golden West*.

PUBLIC COMMENT

Nelson Lum, representative of the American Legion Eighth District, reported that Paul Cox was recently re-elected as the Chair of the American Legion War Memorial Commission.

ADJOURNMENT

There being no further business to come before the Board, President Horn adjourned the meeting at 2:35 p.m.

Jennifer E. Norris
Executive Secretary