

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
PRESENTORS LIAISON COMMITTEE / SPECIAL MEETING

Thursday, October 11, 2018

The Presentors Liaison Committee of the Board of Trustees of the War Memorial of San Francisco met at 1:30 p.m. on Thursday, October 11, 2018, in the Trustees' Board Room, War Memorial Opera House, Chair Horn presiding.

ROLL CALL

Committee Members Present:	Chair Horn, Trustee Lui, Trustee Moscone, President Bechtle, <i>Ex officio</i>
Non-Committee Members Present:	Trustee Davis, Trustee Levin, Trustee Myatt, Trustee Pelosi
Committee Members Absent:	Trustee Shultz, Trustee Wilsey
Staff Present:	Elizabeth Murray, Managing Director Jennifer Norris, Assistant Managing Director

REGULAR ITEMS

San Francisco Symphony request to replace Davies Symphony Hall lobby furnishings:

Chair Horn stated that at the July meeting, the Board approved the Presentors Liaison Committee's recommendations concerning the Symphony's replacement of Davies Symphony Hall lobby furnishings. Specifically, the Board approved the Symphony's proposed furniture line selections for, non-café, lobby furnishings subject to the Symphony returning to the Committee with specific proposals for furniture colors, fabrics, textures and layout. The Board also approved the Symphony's proposal to use \$65,000 from the Symphony Facility Enhancement Fee Fund for design fees related to replacement of lobby furnishings.

Chair Horn stated that today's agenda has two action items: 1) consideration and adoption of recommendations on the Symphony's proposed final lobby furniture selections and treatments; and 2) consideration and adoption of recommendations on the Symphony's proposed use of \$235,000 from the Symphony's Facility Enhancement Fee Fund for replacement of the lobby furnishings.

Final Furniture Selections and Treatments: Chair Horn stated that Committee members have received the Symphony's "Furniture Refresh Package" dated October 3, including Davies Symphony Hall floor plans showing locations and depictions of proposed new furnishings. He said that subsequent to the preparation of this document, President Bechtle and Trustee Shultz had an opportunity to meet with the Symphony and its furniture design team, and that meeting resulted in several changes to proposed furnishings on the Loge Level.

To talk about the proposal, Chair Horn introduced Kate Sautter, Symphony Associate Director of Front-of-House Services, and designer Charles Uhrky of the Huntsman Architectural Group.

Ms. Sautter recapped the two goals of this project, first to replace aged and worn furniture, and second to make furniture choices that specifically create spaces where people want to gather and spend time together during pre-show and intermission. She noted that the furniture being proposed today represents Phase 1 of the furniture replacement project; a second phase, for furnishings related to food and beverage services, will follow completion of Phase 1. Mr. Uhrky noted that many of the pieces being replaced are original to the building and are over 35 years old. He stated that the newly proposed furniture is functional and sensitive to the aesthetic and high use level of Davies Symphony Hall.

As to timeline, Ms. Sautter said it is hoped the Phase 1 furniture can be received and installed in February 2019. She said that Phase 2 development will begin in November and hopefully implemented in May or June 2019.

Following discussion, a motion was made by President Bechtle and seconded by Trustee Lui to recommend approval of the Symphony's Phase 1 furniture refresh plan for Davies Symphony Hall subject to final review and approval of outstanding items including the Loge club chair and fabric selections by President Bechtle and Trustee Shultz.

RECOMMENDED, By the Presentors Liaison Committee to the Board of Trustees of the War Memorial of San Francisco to approve the San Francisco Symphony's proposed Phase 1 lobby furniture selections for Davies Symphony Hall subject to final review of the Loge club chair and fabric selections by President Bechtle and Trustee Shultz.

Use of Symphony Facility Fee Enhancement Fund for Davies Symphony Hall Lobby Furnishings

Upgrade:

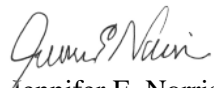
Chair Horn stated that Committee members received the letter from the San Francisco Symphony proposing to use \$235,000 from the Symphony's Facility Enhancement Fee Fund for the purchase and installation of the new Phase 1 lobby furnishings. As noted in the Symphony letter, the total estimated cost for this phase of replacing non-café furnishings is \$435,000. And, as previously reported, the San Francisco Performing Arts Center Foundation has committed up to \$200,000 to share in the Symphony's cost of replacing lobby furnishings. Chair Horn also noted that the Symphony letter confirms that the furnishings will be owned by the War Memorial and the War Memorial will be responsible for the cleaning of furnishings; however, the Symphony will be responsible for repairs and maintenance of the furnishings.

Following discussion, and on motion of Trustee Pelosi and seconded by Trustee Moscone, the following recommendation was unanimously adopted.

RECOMMENDED, By the Presentors Liaison Committee to the Board of Trustees of the War Memorial of San Francisco to approve the Symphony's proposal to use \$235,000 from the Symphony Facility Enhancement Fee Fund for the purchase and installation of the Phase 1 replacement of Davies Symphony Hall lobby furnishings.

ADJOURNMENT

There being no further business, Chair Horn adjourned the meeting at 1:50 p.m.


Jennifer E. Norris
Executive Secretary