

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR BOARD MEETING

Thursday, January 10, 2019

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, January 10, 2019, in the Trustees' Board Room, War Memorial Opera House, President Bechtle presiding.

ROLL CALL

Present: President Bechtle, Vice President Walker, Trustee Davis, Trustee Horn, Trustee Levin, Trustee Lui, Trustee Myatt, Trustee Pelosi, Trustee Shultz and Trustee Wilsey

Absent: Trustee Moscone

Staff Present: Elizabeth Murray, Managing Director, and Jennifer Norris, Assistant Managing Director

APPROVAL OF MINUTES

President Bechtle called for approval of the minutes of the December 13, 2018 regular meeting of the Board. On motion of Trustee Shultz and seconded by Trustee Davis, the minutes were unanimously approved.

PRESIDENT'S REPORT

Resolution thanking Sam Gaye on the occasion of his retirement: President Bechtle stated that at the December 13, 2018 meeting, the Trustees adopted a resolution thanking and commending Sam Gaye on the occasion of his retirement from the War Memorial following his 32 years of service as a Building and Grounds Patrol Officer. She said that Sam Gaye was present at today's meeting with his family to receive the resolution from the Board. President Bechtle read the resolution and asked Sam Gaye if he would like to address the Trustees.

Sam Gaye thanked the Trustees. He introduced his wife, two of his daughters and one of his sons in law and stated he was honored by their presence. He stated that he was able to put three daughters through private school because of his job at the War Memorial. He expressed his appreciation for the opportunity to work at the War Memorial and with Beth Murray for these many years.

Resolution thanking Erik Nilsen on the occasion of his retirement: President Bechtle stated that at the December 13, 2018 meeting, the Trustees also adopted a resolution thanking and commending Erik Nilsen on the occasion of his retirement from the War Memorial following his 38 years of service as the House Manager of the Herbst Theatre. She said that Erik Nilsen was present at today's meeting to receive the resolution from the Board. President Bechtle read the resolution and asked Erik Nilsen if he would like to address the Trustees.

Erik Nilsen thanked the Trustees for this honor and recognition. He stated that it has been his pleasure to see the War Memorial Trustees at events. He said he has been honored to represent these buildings as the Herbst House Manager and that being a part of what happens inside these buildings has been one of the great gifts of his life. Erik expressed his deep thanks and respect for Beth Murray who hired him many years ago.

Committee Assignments for 2019: President Bechtle stated that trustees have received a list of committee assignments for 2019. She said that any trustee who would like to serve on different or additional committees should let her know and she will be pleased to accommodate the request. She added that all trustees are welcome to attend committee meetings, however only committee members may vote on items before the committee.

MANAGING DIRECTOR'S REPORT

Rental Requests: Ms. Murray stated that rental requests mailed to Trustees are routine and requested their approval. On motion of Trustee Shultz, seconded by Trustee Horn, the following resolution was unanimously adopted:

RESOLUTION NO. 19-01

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the January 10, 2019 rental requests are hereby approved.

Additional Rental Requests: Ms. Murray stated that additional rental requests include two requests from the San Francisco Symphony to use their two contractually permitted catering exemptions for 2018-19 to use a caterer of their choice for the Maestro Circle event on February 5, 2019 and the Chinese New Year Dinner on February 16, 2019. On motion of Trustee Lui, seconded by Trustee Wilsey, the following resolution was unanimously adopted:

RESOLUTION NO. 19-02

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the January 10, 2019 additional rental requests are hereby approved.

War Memorial Security Director: Ms. Murray stated that it is her pleasure to introduce Omar Castillo, the War Memorial's new Director of Security as of December 15, 2018. She stated that Omar has a wide range of experience in the safety and security field, most recently serving as the Director of Security for the San Francisco Public Library, managing all Library safety and security programs. Prior to his position at the Library, Omar served for a total of 18 years as a police officer in Redwood City and a police detective at the San Jose Police Department. Omar is also a veteran having served in the military police of the Navy for five years. Ms. Murray stated that we are very grateful to have Omar on board as our new security director and she hoped Trustees would take a moment after today's meeting to introduce themselves to him.

Omar Castillo thanked the Trustees for the opportunity to work at the War Memorial. He reviewed his experience prior to taking this position including his time in Japan in the Navy. He stated that he was attracted to this position because of his interest in the arts and because former Director Bill Graham had always spoken so highly of his experience working at the War Memorial.

SECRETARY'S REPORT

Revenue, Appropriations and Housekeeping Expenditures Reports for December 2018: Ms. Norris stated that Revenue, Appropriations and Housekeeping Expenditures reports for December 2018 have been distributed to Trustees, and she requested approval of December 2018 housekeeping expenditures as submitted. On motion of Trustee Shultz, seconded by Trustee Horn, the following resolution was unanimously adopted:

RESOLUTION NO. 19-03

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. PO255738 through PO263147 are hereby approved.

GOOD AND WELFARE

Trustee Levin noted that it is the 4th anniversary of the passing of Trustee Wilkes Bashford. He further noted that former War Memorial Trustee Eleni Tsakopoulos-Kounalakis, who went on to be the US Ambassador to Hungary, was just sworn in as the Lieutenant Governor of California.

PUBLIC COMMENT

Anna Thompson thanked the War Memorial for a wonderful run of Shen Yun. She thanked House Manager Jamye Divila, Stage Electrician John Boatwright and Booking Manager Rob Levin. She stated that Shen Yun performed eight performances in one week and would like more dates in the future. She noted that Shen Yun attracts first time attendees to the War Memorial Opera House which is good for all.

Paul Cox, Chair of the American Legion War Memorial Commission, invited Trustees to attend the Swords to Plowshares Dinner on Thursday January 17, 2019. He urged them to see the WWI exhibit in the Veterans Gallery prior to its closure on January 17. He reported that the next exhibit in the Gallery would focus on the African-American experience in WWII.

ADJOURNMENT

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



Jennifer E. Norris
Executive Secretary