

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

Thursday, January 9, 2025

The Presentors Liaison Committee of the Board of Trustees of the War Memorial of San Francisco met in-person at 1:39 p.m. on Thursday, January 9, 2025, in the in the Trustees’ Board Room, War Memorial Opera House, Chair Horn presiding.

ROLL CALL

Committee Members Present: President Wilsey, Vice President Horn, Trustee Pelosi,
Committee Members Absent: Trustee Newstat
Staff Present: Kate Sofis, Managing Director; and Rob Levin, Assistant Managing Director; and Francesca Cicero, Board Secretary

Request by San Francisco Symphony to install fundraising devices: Chair Horn stated that at the November Board Meeting, a request from the San Francisco Symphony to install DipJar fundraising devices was referred to the Committee. He invited Leigh Brawer, Chief Philanthropy Officer and Rachel Kirley, Deputy Director, Development and Individual Giving, from the Symphony to address the Committee. Ms. Brawer and Ms. Kirley explained that any donations would go to the Symphony’s annual operating fund and they intend to install four small kiosks with signage indicating how to donate. They explained they hoped for a pilot program to begin in spring for approximately six months. There were questions from Committee members about the placement of the kiosks and whether they would impede the flow of the entrance or concession sales. Managing Director Sofis offered that if this were to be approved, the Board could direct the Symphony to work with War Memorial staff on appropriate locations for the devices. Chair Horn requested that the Symphony share the monthly data with the War Memorial to be able to evaluate the response and success rate. Ms. Brawer agreed and reiterated that the Symphony would be looking at both the net revenue and the volume of donations from new donors as indicators of success.

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

RECOMMENDED, That the Board of Trustees of the War Memorial of San Francisco approve the Symphony's request for a six-month pilot program involving four DipJar donation kiosks, contingent upon the approval of the kiosk signage and placement by War Memorial staff, and the agreement to submit monthly progress reports to the Board of Trustees.

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.

There being no public comment, Chair Horn closed public comment.

ADJOURNMENT

There being no further business, Chair Horn adjourned the meeting at 1:59 p.m.

A handwritten signature in black ink, appearing to be 'f G' with a horizontal line extending to the right.

Francesca Cicero
Board Secretary