

**MINUTES**  
**WAR MEMORIAL BOARD OF TRUSTEES**  
**REGULAR BOARD MEETING**  
**Thursday, May 9, 2024**

The Board of Trustees of the War Memorial of San Francisco met in regular session on Thursday, May 9, 2024, at 2:01 p.m., in the Trustees' Board Room, War Memorial Opera House, President Horn presiding.

**ROLL CALL**

Present: President Horn, Vice President Wilsey, Trustee Gatti, Trustee Kopp (*left at 2:55pm*), Trustee Lui, Trustee Muduroglu, Trustee Newstat, and Trustee Rocco (*left at 3:15pm*)

Absent: Trustee Fisher, Trustee Pelosi and Trustee Wright

Staff Present: Kate Sofis, Managing Director; Rob Levin, Assistant Managing Director; and Francesca Cicero, Board Secretary

Board Secretary Cicero made an opening announcement related to remote public comment. She stated that remote public comment, except as necessary for disability accommodations, has been discontinued. She noted that members of the public are invited to observe the meeting in-person or online, but only members of the public attending the meeting in-person will have an opportunity to provide public comment. She stated that no one online will be permitted to unmute themselves or present at the Board Meeting.

Requests for accommodation for remote public comment should be made at least 48 hours prior to the meeting, by email or voicemail (WarMemorialBoard@sfgov.org or 415-554-6377).

**PRESIDENT'S REPORT**

President Horn congratulated the San Francisco Ballet on the conclusion of its terrific first season of programming by the new Artistic Director Tamara Rojo. He remarked on the beautiful production of *Swan Lake* and was excited about the performances bringing new audiences into the Opera House. He also noted that concession revenue increased, due to the programming and collaboration with the resident companies. President Horn also wished the San Francisco Opera a successful summer season.

**MANAGING DIRECTOR'S REPORT**

Managing Director Kate Sofis reported on the ongoing efforts of how to best market the War Memorial venues. She noted that they recently engaged a consultant to assist in efforts to create a marketing communications strategy amplifying the work of the resident companies and outside licensees. She stated that there would be an upcoming all-staff meeting to engage the entire Department in the ongoing work of the Racial Equity steering committee, and looks forward to providing a progress update to the Board in concert with the Board's Racial Equity & Cultural Awareness Committee at a future Board meeting. She noted that the efforts of the steering committee will involve not only opportunities for staff within the Department, but also will focus on the diversity of patrons and licensees coming into the War Memorial venues.

## ASSISTANT MANAGING DIRECTOR'S REPORT

Assistant Managing Director Rob Levin reported to the Board there have been 51 new rental requests since the last meeting, 39 of which are for the Herbst Theatre. He also noted that the Herbst is rented out almost every day of the month of May. Director Levin also noted that almost all venues are at 100% of projected revenue, outside of The Green Room.

**Approval of Consent Agenda:** Assistant Managing Director Levin stated that items submitted on the Consent Agenda included the minutes of the April 11, 2024, Presentors Liaison Committee Meeting; the minutes of the April 11, 2024, Regular meeting of the Board; Rental Requests for May 9, 2024; and Housekeeping Expenditure Reports for April 2024.

Following discussion, on motion of Trustee Kopp, seconded by Trustee Lui, the following resolution was unanimously adopted:

### RESOLUTION NO. 24-12

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco, the minutes of the April 11, 2024 Presentors Liaison Committee Meeting; the minutes of the April 11, 2024, Regular meeting of the Board; Rental Requests for May 9, 2024; and Housekeeping Expenditure Reports for April 2024, are hereby approved.

## MISCELLANEOUS CORRESPONDENCE

None.

## GOOD AND WELFARE

Trustee Kopp requested that the meeting be adjourned in memory of Paul N. "Pete" McCloskey, a U.S. Marine awarded the Silver Star, elected to the House of Representatives for San Mateo County, and a founder of the Korean War Memorial Foundation. There being no other good and welfare, President Horn closed good and welfare.

## PUBLIC COMMENT

There being no further public comment, President Horn closed public comment.

## REGULAR ITEMS

**Closed Session: Security of Public Buildings:** President Horn announced that, as noticed on the agenda, the Board would hold a closed session pursuant to California Government Code Section 54957(a) and San Francisco Administrative Code Section 67.10(a) to meet with Frank W. O'Neill, Managing Director for Cybersecurity for Global Security Innovative Strategies (GSIS), to discuss security of the buildings on the War Memorial campus.

President Horn stated that prior to going into closed session, the Board would hear public comment on all matters pertaining to the closed session. President Horn called for any public comment relating to any aspect of this agenda item. There being no public comment, President Horn closed public comment.

President Horn called for a motion whether to enter a closed session to hear the presentation from the security consultant on security matters relating to the San Francisco War Memorial and Performing Arts Center.

On motion of Trustee Muduroglu, seconded by Trustee Gatti, the Board voted to enter closed session:

Yes: Horn, Wilsey, Gatti, Kopp, Lui, Muduroglu, Newstat, and Rocco

No: None.

President Horn announced the Board would enter closed session pursuant California Government Code Section 54957(a) and San Francisco Administrative Code Section 67.10(a) and asked the public to leave the room.

CLOSED SESSION

President Horn reconvened the meeting in open session and called for a motion on whether to disclose any or all of the Board's discussions during the closed session. A motion was made by Vice President Wilsey not to disclose the closed session discussion. The motion was seconded by Trustee Lui and passed.

The roll call vote on the motion was:

Yes: Horn, Wilsey, Gatti, Lui, Muduroglu, and Newstat

No: None.

**ADJOURNMENT**

There being no further business, President Horn adjourned the meeting in honor of Paul N. "Pete" McCloskey at 3:21 p.m.

A handwritten signature in black ink, appearing to read 'FC', with a long horizontal line extending to the right.

Francesca Cicero  
Board Secretary