



# SAN FRANCISCO SYMPHONY

Michael Tilson Thomas  
Music Director

Sakurako Fisher  
President

Herbert Blomstedt  
Conductor Laureate

Brent Assink  
Exhibition Director

August 3, 2017

Elizabeth Murray, Managing Director  
War Memorial Performing Arts Center  
401 Van Ness Avenue  
San Francisco, CA 94102

Dear Beth,

The Symphony requests approval to proceed with a project that utilizes funds from the hall improvement fee. This project, "Immersive Lobby Experience", features the installation of digital screens throughout the lobbies of Davies Symphony Hall, as well as interactive kiosks providing patrons with context and content related to the Symphony and the music being performed.

We look forward to presenting the details of this exciting project to the War Memorial Building Committee and to the Board of Trustees in September.

Sincerely,

Andrew Dubowski  
Director of Operations



SAN FRANCISCO BALLET  
HELGI TOMASSON, ARTISTIC DIRECTOR

August 2, 2017

Dear War Memorial Board of Trustees,

First of all, thank you for providing San Francisco Ballet, San Francisco Opera, and San Francisco Symphony with an opportunity to pilot the covered drinks program at the War Memorial Opera House and Davies Symphony Hall, respectively. As you know, SF Ballet and SF Symphony piloted this program concurrently—from January to May of this year—while the Opera tested it more recently, during its Summer Season. On behalf of SF Ballet, I would like to offer my strong recommendation that the War Memorial Board allow this program to continue.

During the pilot phase this past spring, SF Ballet and SF Symphony jointly distributed a post-performance survey about this experience to our respective patrons. Of the SF Ballet attendees who brought a drink into the hall, 77% felt that their experience was “enhanced” or “greatly enhanced” and of those who did not bring a drink into the hall, a majority (79%) didn’t notice others who did or felt it had no real effect on their experience.

Overall, SF Ballet and SF Symphony patrons who brought drinks into the hall responded very favorably to the pilot program, with minimal concerns or complaints by those who didn’t participate. This program goes a long way toward enhancing the patron experience—a top priority for the Ballet, Symphony, and Opera—with minimal downside. In addition, continuing this program will only strengthen our ability to welcome and accommodate a more varied range of audience members, which in turn, supports our institutional core values of diversity and inclusion.

Thank you for your consideration and please don’t hesitate to contact me with any questions.

Sincerely,

Glenn McCoy  
Executive Director, San Francisco Ballet

**SAN FRANCISCO WAR MEMORIAL AND PERFORMING ARTS CENTER**

**RENTAL REQUESTS: August 10, 2017**

**HERBST THEATRE**

SF International New Concept Film Festival Film Screening	October 29, 2017	\$1,250.00
Civic Symphony Association of SF Concert	November 12, 2017	\$2,500.00
Concert	April 6, 2018	
Goldenvoice The Tenors	November 19, 2017	\$2,500.00
Another Planet Entertainment Jim Norton	November 24, 2017	\$3,000.00
African American Shakespeare Company Cinderella	December 18-24, 2017	\$8,500.00
Extraordinary Talent Productions Broadway @ The Herbst	March 18, 2018	\$5,000.00
Broadway @ The Herbst	April 8, 2018	

**WILSEY CENTER FOR OPERA**

Grants for the Arts Community Meeting	September 22, 2017	\$225.00
Del Sol String Quartet Chamber Music Festival	November 16, 17 & 18, 2017	\$2,400.00

**SAN FRANCISCO WAR MEMORIAL AND PERFORMING ARTS CENTER**

**ADDITIONAL RENTAL REQUESTS: August 10, 2017**

**WAR MEMORIAL OPERA HOUSE**

San Francisco Opera  
Opera Ball – Catering Exemption

September 8, 2017

The San Francisco Opera Guild requests use of the first of their two catering exemptions for FY 2017-18, for the food portion of the pre-performance cocktail reception, which has been moved from the previously approved horseshoe drive to the Opera House Lobby

**LOUISE M. DAVIES SYMPHONY HALL**

SF Gay Men's Chorus  
40<sup>th</sup> Anniversary Season Rehearsal & Concert

March 28 & 29, 2018

\$4,750.00 vs 10%  
\$7,450.00 maximum

**HERBST THEATRE**

Commonwealth Club of California  
Senator Dianne Feinstein

August 29, 2017

\$1,250.00

Xian Yun Academy of the Arts CA  
Student Dance Recital

December 16, 2017

\$1,250.00

Bay Area Rainbow Symphony  
Concert  
Concert

March 3, 2018  
April 28, 2018

\$2,500.00

The Advisory Board Company  
STIR: A Collision of Uncommon Concepts & Conversations

January 24 & 25, 2018

\$4,500.00

**WILSEY CENTER FOR OPERA**

Chanticleer  
Rehearsals

September 10 & 17, 2017

\$450.00

San Francisco Conservatory of Music  
SFCM New Music Ensemble

March 31, 2018

\$1,025.00

San Francisco Ballet  
Ballet Symposium

April 28 & 29, 2018

\$1,350.00

**San Francisco War Memorial**  
**FY 2017-18 Revenue Report - July 31, 2017**

REF.		JULY REVENUE	YEAR TO DATE	LAST YEAR TO DATE
	<b>FACILITY RENTAL</b>			
35511	Opera House	\$ 160,052.05	\$ 160,052.05	\$ 51,450.00
35512	Green Room	154,625.00	154,625.00	132,000.00
35521	Herbst Theatre	125,625.00	125,625.00	79,162.49
35531	Davies Symphony Hall	74,700.00	74,700.00	127,225.00
35542	Wilsey Center	45,680.00	45,680.00	-
62891	Zellerbach Rehearsal Hall	64,420.00	64,420.00	40,150.00
	<b>OFFICE RENTAL</b>			
35519	San Francisco Opera (OH)	\$ 25,489.68	\$ 25,489.68	\$ 25,489.68
35519	San Francisco Ballet (OH)	1,765.25	1,765.25	1,765.25
35539	San Francisco Symphony (DSH)	13,519.20	13,519.20	27,038.40
35540	Veterans Bldg. Office Rent (SFO)	67,626.98	67,626.98	67,626.98
35540	Veterans Bldg. Occ Fees	632.22	632.22	632.22
	<b>FOOD/BEVERAGE CONCESSIONS</b>			
35611	Opera House	\$ 53,066.38	\$ 53,066.38	\$ 39,078.00
35611	Herbst Theatre	12,234.73	12,234.73	5,226.73
35631	Davies Symphony Hall	42,164.63	42,164.63	13,818.42
	<b>PROGRAM CONCESSIONS</b>			
35612	Opera House	\$ 1,439.12	\$ 1,439.12	\$ -
35612	Herbst Theatre	63.69	63.69	22.00
35632	Davies Symphony Hall	-	-	-
	<b>OTHER</b>			
35232	Parking Fees	\$ 4,905.00	\$ 4,905.00	\$ 3,655.70
62899	Miscellaneous Revenue	12,972.20	12,972.20	1,358.00
<b>GROSS REVENUE</b>		<b>\$ 860,981.13</b>	<b>\$ 860,981.13</b>	<b>\$ 615,698.87</b>
	Less 15% War Memorial Reserve	\$ (129,147.16)	\$ (129,147.16)	\$ (92,354.83)
	Payment to War Memorial Commission	(2,929.00)	(2,929.00)	(2,768.00)
	Deferred Credit	-	-	-
<b>NET REVENUE</b>		<b>\$ 728,904.97</b>	<b>\$ 728,904.97</b>	<b>\$ 520,576.04</b>
<b>OTHER FUNDS</b>				
35614	Concessions Equipment Replacement	\$ 5,822.16	\$ 5,822.16	\$ 3,545.01

**San Francisco War Memorial**  
**FY 2017-2018 Appropriations Report - July 31, 2017**

OBJ	DESCRIPTION	REVISED APPROPRIATION	YTD ENCUMBERED & EXPENDED	BALANCE	LAST YEAR ENCUMBERED & EXPENDED
00101	Permanent Salaries	\$ 5,624,374	\$ 225,665	\$ 5,398,709	\$ 199,702
00501	Temporary Salaries	477,368	27,074	450,294	24,044
00901	Premium Pay	130,180	3,863	126,317	3,860
01000	One-Time Salaries Payments	-	-	-	-
01101	Overtime	126,464	4,156	122,308	7,867
01201	Holiday	87,786	7,513	80,273	3,529
01371	Mandatory Fringe Benefits	2,987,271	93,002	2,894,269	84,093
02102	Air Travel	3,786	-	3,786	-
02105	Non-Air Travel	9,560	1,232	8,328	-
02200	Training	8,150	-	8,150	-
02301	Auto Mileage	100	-	100	-
02401	Membership Dues	2,225	470	1,755	470
02761	Systems Consulting	20,500	-	20,500	15,081
02799	Other Professional	9,500	-	9,500	-
02800	Building Maintenance Services	783,776	293,098	490,678	408,309
02900	Equipment Maintenance Services	44,000	32,250	11,750	-
03100	Equipment Lease/Rental	15,725	10,743	4,982	12,862
03500	Other Current Expenses	31,710	6,764	24,946	14,400
04000	Materials & Supplies	297,500	12,199	285,301	15,821
05211	Taxes	63,941	-	63,941	-
05221	Licenses and Permits	16,050	-	16,050	1,967
081CI	IS-TIS-ISD Service	166,150	-	166,150	-
081CT	City Attorneys Legal Svc	100,000	-	100,000	-
081EA	Enterprise Agreement	4,521	-	4,521	-
081ET	GF-TIS-Telephone	39,914	-	39,914	-
081FM	GF-GSA-Facilities	3,466,030	-	3,466,030	-
081HS	GF-CHS Medical Service	19,185	-	19,185	-
081HT	GF-CHS-Toxic Waste	6,295	-	6,295	-
081HO	GR-HR-Equal Employment	-	-	-	-
081H2	GF-HR-MGMT Training	1,080	-	1,080	-
081H3	GF-HR-Workers' Compensation	59,859	-	59,859	-
081PR	IS-PURCH-Reproduction	8,500	-	8,500	-
081RP	GF-Rec & Park Gardener	142,489	-	142,489	-
081UL	GF-PUC-Light & Power	878,550	-	878,550	-
081W1	PUC-Sewer Service	121,911	-	121,911	-
081W2	PUC - Water	97,373	-	97,373	-
08600	Exp Recovery	(229,095)	-	(229,095)	-
	<b>TOTAL OPERATING</b>	<b>\$ 15,622,728</b>	<b>\$ 718,029</b>	<b>\$ 14,904,699</b>	<b>\$ 792,005</b>
067AAP	Facilities Maintenance	\$ 975,057	\$ 398,514	\$ 576,543	NA
070AAP	Debt Service	9,274,936	-	9,274,936	NA
067ACP	Capital Improvements	3,851,333	31,997	3,819,336	NA
067ACP	Capital Equipment	56,500	-	56,500	NA
	<b>GRAND TOTAL</b>	<b>\$ 29,780,554</b>	<b>\$ 1,148,539</b>	<b>\$ 28,632,015</b>	
	War Memorial Reserve	\$ 2,328,794	\$ 311,144	\$ 2,017,650	NA
	Concessions Equip. Repl. Fund	\$ 112,246	\$ 17,640	\$ 94,606	NA

[illegible]