

SAN FRANCISCO WAR MEMORIAL AND PERFORMING ARTS CENTER
BOOKING SUMMARY FOR SEPTEMBER 2025

DAVIES SYMPHONY HALL

Innovation Arts & Entertainment NiER in Concert	August 2, 2026	\$3,215.00 vs. 10% \$9,170.00
--	----------------	----------------------------------

GREEN ROOM

Vietnamese Consulate Reception	September 17, 2025	\$1,385.00
-----------------------------------	--------------------	------------

The Bonsoir Conference	October 8, 2025	\$3,250.00
---------------------------	-----------------	------------

OLSE Meeting	October 9, 2025	\$1,865.00
-----------------	-----------------	------------

My Yute Soccer Memorial Service	October 18, 2025	\$1,545.00
------------------------------------	------------------	------------

Dartmouth Reception	October 22, 2025	\$1,225.00
------------------------	------------------	------------

SF Opera Kitchen Support	November 14, 2025	\$2,185.00
-----------------------------	-------------------	------------

Keep Children in School Gala	December 7, 2025	\$2,185.00
---------------------------------	------------------	------------

Stanlee Gatti Designs Private Party	December 18, 2025	\$2,450.00
--	-------------------	------------

Katie Jarman Celebration of Life	February 6, 2026	\$3,000.00
-------------------------------------	------------------	------------

Leakey Foundation Reception	May 1, 2026	\$1,225.00
--------------------------------	-------------	------------

UCSF Graduation	June 13, 2026	\$1,545.00
--------------------	---------------	------------

Anesthesia Care Associates Holiday Celebration	December 12, 2026	\$2,750.00
---	-------------------	------------

HERBST THEATRE

Andy Ly Photoshoot	August 29, 2025	\$420.00
-----------------------	-----------------	----------

SAN FRANCISCO WAR MEMORIAL AND PERFORMING ARTS CENTER
BOOKING SUMMARY FOR SEPTEMBER 2025

HERBST THEATRE (cont.)

SF Opera Guild Performance + Horn Bar	September 29, 2025	\$1,790.00
Jonathan Shum Photoshoot	October 16, 2025	\$420.00
Twirling Princess Inc. Bravo Bash	December 14, 2025	\$1,525.00
SF Performances Attacca Quartet & Leo Bleckman	February 27, 2026	\$1,525.00
SFJAZZ Performance	March 7, 2026	\$1,525.00
SF Ballet 50 th Orchestra Anniversary	March 8, 2026	\$1,525.00
Association of South Asian A Cappella Performance	April 11, 2026	\$1,525.00
SF Girls Chorus Rehearsal & Performance	April 21 & 24, 2026	\$2,735.00
SF Boys Chorus Concert	April 29, 2026	\$860.00
SF Girls Chorus Performance	May 6, 2026	\$1,525.00
Bollywood Dance Central Performance	May 17, 2026	\$1,525.00
SF Opera Guild Awards Ceremony	May 21, 2026	\$1,525.00
CA Institute of Integral Studies Rehearsal & Graduation	May 23 & 24, 2026	\$2,735.00
Twirling Princess Inc. Bravo Bash	June 6, 2026	\$1,525.00
Star Dance Annual Showcase	June 25 – 27, 2026	\$4,260.00

SAN FRANCISCO WAR MEMORIAL AND PERFORMING ARTS CENTER
BOOKING SUMMARY FOR SEPTEMBER 2025

WILSEY CENTER

SF Opera Guild Performance	December 15, 2025	\$900.00
Symphony Parnassus Performance	February, 15, 2025	\$900.00
SF Performances Jason Vieaux & Jiji	March 28, 2026	\$900.00
SF Performances Attacca Quartet & Caroline Shaw	April 12, 2026	\$900.00
Symphony Parnassus Performance	April 19, 2026	\$900.00

ZELERBACH REHEARSAL HALL

SFJAZZ Rehearsals	October 13-17 & 20-23, 2025	\$4,095.00
----------------------	-----------------------------	------------

San Francisco War Memorial
FY 2025-26 Revenue Report - August 31, 2025

Account		AUGUST REVENUE	YEAR TO DATE	FY2025-26 Budget	Percent of Budget	LAST YEAR TO DATE
FACILITY RENTAL						
435511	Opera House	\$ -	\$ 87,822.00	\$ 634,565.00	14%	\$ 90,167.00
435512	Green Room	11,453.75	11,453.75	266,741.00	4%	24,055.00
435521	Herbst Theatre	7,144.25	38,561.50	332,281.00	12%	34,442.00
435531	Davies Symphony Hall	24,497.00	93,336.25	823,810.00	11%	100,540.79
435542	Wilsey Center	7,114.50	7,539.50	212,454.00	4%	16,392.25
462891	Zellerbach Rehearsal Hall	25,410.75	25,865.75	280,102.00	9%	11,925.50
	Sub Total	\$ 75,620.25	\$ 264,578.75	\$ 2,549,953.00	10%	\$ 277,522.54
OFFICE RENTAL						
435517	San Francisco Ballet (OH)	\$ 2,491.47	\$ 4,982.94	\$ 35,174.00	14%	\$ 4,982.94
435519	San Francisco Opera (OH)	14,368.96	43,106.88	202,856.00	21%	43,106.88
435539	San Francisco Symphony (DSH)	14,473.80	28,947.60	202,554.00	14%	28,947.60
435540	Veterans Bldg. Office Rent (SFO)	36,216.52	108,649.56	435,295.00	25%	108,649.56
462861	Veterans Building Occupancy Fees	9,403.56	18,807.12	116,144.00	16%	29,856.51
	Sub Total	\$ 76,954.31	\$ 204,494.10	\$ 992,023.00	21%	\$ 215,543.49
FOOD/BEVERAGE CONCESSIONS						
435611	Opera House	\$ -	\$ -	\$ 475,924.00	0%	\$ 3,410.52
435621	Herbst Theatre	1,416.50	1,416.50		0%	-
435631	Davies Symphony Hall	29,335.93	29,335.93	273,776.00	11%	20,649.27
	Sub Total	\$ 30,752.43	\$ 30,752.43	\$ 749,700.00	4%	\$ 24,059.79
PROGRAM CONCESSIONS						
435612	Opera House	\$ -	\$ -	\$ 8,636.00	0%	\$ -
435622	Herbst Theatre	-	-		0%	-
435632	Davies Symphony Hall	303.54	303.54	6,098.00	5%	5,772.20
	Sub Total	\$ 303.54	\$ 303.54	\$ 14,734.00	2%	\$ 5,772.20
MISCELLANEOUS REVENUE						
435232	Parking Fees	\$ 5,197.25	\$ 5,197.25	\$ 60,280.00	9%	\$ 10,064.55
462871	Patron Screening Fees	-	-	\$ 600,000.00	0%	-
462899	Miscellaneous Revenue	5,282.33	5,282.33	205,177.00	3%	11,663.06
	Sub Total	\$ 10,479.58	\$ 10,479.58	\$ 865,457.00	1%	\$ 21,727.61
	GROSS REVENUE	\$ 194,110.11	\$ 510,608.40	\$ 5,171,867.00	10%	\$ 544,625.63
	Additional Reserve Fund Revenue	\$ 33,665.31	\$ 95,813.23			\$ 94,998.94
	NET REVENUE	\$ 227,775.42	\$ 606,421.63			\$ 639,624.57
OTHER FUNDS						
435614	Concessions Equipment Replacement	\$ -	\$ -	\$ -		\$ -

San Francisco War Memorial				
Operating Account - 14670				
FY 2025 - 2026 Appropriations Report - August 31, 2025				
ACCOUNT	DESCRIPTION	REVISED APPROPRIATION	YTD ENCUMBERED & EXPENDED	BALANCE
Salaries & Benefits	Permanent Salaries	\$ 7,366,925	\$ 881,021	\$ 6,485,904
	Premium Pay	\$ 153,945	\$ 18,570	\$ 135,375
	Temporary Salaries	\$ 584,196	\$ 71,348	\$ 512,848
	Holiday	\$ 102,799	\$ 7,607	\$ 95,192
	Overtime	\$ 254,732	\$ 38,661	\$ 216,071
	One-Time Salaries Payments	\$ -	\$ -	\$ -
	Mandatory Fringe Benefits	\$ 3,650,688	\$ 413,772	\$ 3,236,916
	Sub Total	\$ 12,113,285	\$ 1,430,978	\$ 10,682,307
Non Personnel Services	Fees_Other	\$ 100	\$ 100	\$ -
	Training	\$ 5,137	\$ 8,137	\$ (3,000)
	Employee_Expenses	\$ 3,000	\$ -	\$ 3,000
	Membership_Fees	\$ -	\$ 3,800	\$ (3,800)
	Profesional_Special_Services	\$ 19,531	\$ 411,157	\$ (391,626)
	Maintenance_Services_Build_Struct	\$ 941,274	\$ 688,437	\$ 252,837
	Maintenance_Services_Equipment	\$ 48,705	\$ 4,543	\$ 44,162
	Rent/Lease-Building/Structure	\$ -	\$ 8,900	\$ (8,900)
	Rent_Lease_Equipment	\$ 6,403	\$ 36,390	\$ (29,987)
	Other Current Expenses	\$ 16,476	\$ 26,433	\$ (9,957)
	Taxes_Licenses_Permits	\$ 189,732	\$ 3,387	\$ 186,345
	Utilities_Telephone	\$ -	\$ -	\$ -
	Sub Total	\$ 1,230,358	\$ 1,191,285	\$ 39,074
	Materials & Supplies	\$ 594,875	\$ 202,325	\$ 392,550
Services of other Departments	Human Resources Modernization	\$ 3,791	\$ -	\$ 3,791
	Diversity Equity Inclusion	\$ 1,371	\$ -	\$ 1,371
	GF-PUC-Light Heat & Power	\$ 2,672,981	\$ -	\$ 2,672,981
	PUC Sewer Service Charges	\$ 141,849	\$ -	\$ 141,849
	Ef-PUC-Water Charges	\$ 98,800	\$ -	\$ 98,800
	DT Technology Infrastructure	\$ 178,082	\$ -	\$ 178,082
	GF-City Attorney-Legal Service	\$ 75,000	\$ -	\$ 75,000
	DT Enterprise Tech Contracts	\$ 28,353	\$ -	\$ 28,353
	DT Telecommunications Services	\$ 33,204	\$ -	\$ 33,204
	GF-GSA-Facilities Mgmt Svcs	\$ 4,735,943	\$ -	\$ 4,735,943
	GF-HR-Equal Employmnt Opportuni	\$ 15,500	\$ -	\$ 15,500
	GF-HRD-SPECIALPROJECTS WO	\$ 280,689	\$ -	\$ 280,689
	GF-HR-Mgmt Training	\$ 21,064	\$ -	\$ 21,064
	GF-HR-Workers' Comp Claims	\$ 163,000	\$ -	\$ 163,000
	GF-HR-Employmnt Services	\$ 15,067	\$ -	\$ 15,067
	GF-Chs-Toxic Waste&Haz Mat Svc	\$ 8,181	\$ -	\$ 8,181
	Is-Purch-Reproduction	\$ 2,000	\$ -	\$ 2,000
	GF-Rec & Park-Gardener	\$ 198,668	\$ -	\$ 198,668
	GF-Mental Health	\$ 1,581	\$ -	\$ 1,581
	GF-Purch-General Office	\$ 45,952	\$ -	\$ 45,952
	Sub Total	\$ 8,721,076	\$ -	\$ 8,721,076
	TOTAL OPERATING	\$ 22,659,594	\$ 2,824,588	\$ 19,835,007
14680	Annual Capital Improvement Project	\$ 733,695	\$ 306,973	\$ 426,722
	GRAND TOTAL	\$ 23,393,289	\$ 3,131,561	\$ 20,261,729
10000	Debt Service	\$ 9,072,505	\$ 117,146	\$ 8,955,359
14720	War Memorial Reserve	\$ 1,342,436	\$ 440,019	\$ 902,417
14700	Concessions Equip. Repl. Fund	\$ 33,290	\$ 9,162	\$ 24,127

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR BOARD MEETING
Thursday, August 14, 2025

The Board of Trustees of the War Memorial of San Francisco met in regular session on Thursday, August 14, 2025, at 2:02 p.m., in the Trustees' Board Room, War Memorial Opera House, Vice President Horn presiding.

ROLL CALL

Present: Vice President Horn, Trustee Gatti, Trustee Kopp, Trustee Lam, Trustee Makras, Trustee Muduroglu, Trustee Newstat, and Trustee Pelosi

Absent: President Wilsey, Trustee Rocco, 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).

APPROVAL OF MINUTES

After requesting the addition of some minor grammatical changes, on motion of Trustee Gatti, seconded by Trustee Newstat, the following resolution was unanimously adopted:

RESOLUTION NO. 25-19

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco, the minutes of the Veterans Committee and Regular meetings of July 10, 2025, as amended, are hereby approved.

PRESIDENT'S REPORT

Vice President Horn had no updates for the President's Report.

MANAGING DIRECTOR'S REPORT

Managing Director Kate Sofis reported that the San Francisco Opera settled their labor dispute with their orchestra and signed a two-year contract. She also updated the Board on the replacement of the cooling towers in Davies Symphony Hall and the chillers in the Opera House to be more energy efficient. She also reported that the front-of-house elevator modernization in Davies will be operational for the upcoming season.

ASSISTANT MANAGING DIRECTOR'S REPORT

Assistant Managing Director Rob Levin reported on the new patron screening system which will be launched for the fall seasons of the Symphony and Opera. He also noted that the system will be implemented in the Veterans

Building at the end of the year. There was a discussion of the entry points covered by the new patron screening systems. Director Levin also noted that the War Memorial was coordinating with the resident companies to proactively reach out to patrons to alert them to the new procedures. Director Sofis also noted that the systems comply with San Francisco's ordinance and do not save any images.

BOARD SECRETARY'S REPORT

Board Secretary Cicero reminded the Board of their Department of Human Resources trainings due by the end of the year.

REGULAR ITEMS

Consideration and Possible Action to Ratify American Legion War Memorial Commission Green Room & Herbst Theatre Fee Waiver Request Policy and Procedures of July 1, 2025.: Vice President Horn stated that at last month's Veterans Committee meeting they discussed potential policies and procedures for granting fee waivers for veterans' use of the Herbst Theatre and the Green Room. He noted over the course of two meetings, the Board received valuable feedback from many veterans and members of the public.

Vice President Horn noted that staff was asked to research the authority of the American Legion War Memorial Commission to set policy for veterans matters at the War Memorial. A report on the history of American Legion War Memorial Commission that confirms that it operates independently from both the City and the Board of Trustees and that it is the sole body authorized to set policy for the posts and other veterans organizations at the War Memorial was included in the supporting documents.

Vice President Horn also noted staff was asked to confirm with the City Attorney the fee waiver policy voted on and passed by the American Legion War Memorial Commission on July 1, 2025, was compliant with both City law and consistent with the War Memorial Trust. He explained this was confirmed and the Board was now being asked to consider ratifying the policy passed by the American Legion War Memorial Commission.

Public comment was given by Jeff Shiebels who stated that the policy omitted military relatives. Mario Benefield asked the Board to reconsider so the ALWMC could have more time to revise the policy. CJ Reeves urged the Board to ratify the procedures passed at the July 1, 2025 meeting. Stefanos Zygomas commented on the exclusion of veterans' families from the policy.

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

RESOLUTION NO. 25-20

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco, the American Legion War Memorial Commission Green Room & Herbst Theatre Fee Waiver Request Policy and Procedures passed on July 1, 2025, as submitted, are hereby ratified.

MISCELLANEOUS CORRESPONDENCE

None.

GOOD AND WELFARE

Vice President Horn thanked the Board for being available for the August Board meeting. There being no additional good and welfare, Vice President Horn closed good and welfare.

PUBLIC COMMENT

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

ADJOURNMENT

There being no further business, Vice President Horn adjourned the meeting at 2:34 p.m.

Francesca Cicero
Board Secretary

DRAFT