

**MINUTES
WAR MEMORIAL BOARD OF TRUSTEES**

REGULAR BOARD MEETING

Thursday, September 12, 2024

The Board of Trustees of the War Memorial of San Francisco met in regular session on Thursday, September 12, 2024, at 2:05 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, Trustee Muduroglu, Trustee Newstat, Trustee Rocco and Trustee Wright

Absent: Trustee Fisher, Trustee Lui, and Trustee Pelosi

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

On motion of Trustee Gatti, seconded by Trustee Newstat, the following resolution was unanimously adopted:

RESOLUTION NO. 24-17

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco, the minutes of the July 11, 2024, Regular meeting of the Board are hereby approved.

PRESIDENT'S REPORT

President Horn congratulated the San Francisco Opera on its successful opening night of *Un Ballo in Maschera* on Friday, September 6, 2024. He also remarked on the many thousands of people who attended Opera in the Park on Sunday, September 8. He reported that the Opera has reached an accord with the Opera musicians to extend the current contract to the end of September. He also wished the Symphony the best for their opening gala with Lang Lang on September 25.

MANAGING DIRECTOR'S REPORT

Managing Director Kate Sofis reported on some of the summer projects including updates to the North Stage Door entrance, as well as security updates to both the back and front of houses planned for the future. She reported that the security working group has been putting together a Request for Proposal for the patron screening system. She also reviewed some of the revenue numbers and reported that The Green Room bookings were increasing. Director Sofis also reported on changes to the San Francisco Performing Arts Center Foundation leadership, in order to comply with the upcoming changes to ethics legislation. She noted that the structure of the Foundation was

previously mandated to be five directors, three of which were required to be Board of Trustee members, with two at-large directors. She noted that the Foundation Board voted to increase the at-large directors to three and reduce the Board of Trustee members to two. She recognized Trustee Gatti for offering to resign his Trustee seat of the Foundation and thanked him for his service. She noted that the new at-large member is Brett Waxdeck, a longtime patron of the War Memorial and a musician. Director Sofis also stated that they will be drafting a Memorandum of Understanding between the Foundation and the Department, in order to codify the relationship between the two entities, of which the Board of Trustees will approve the business terms.

ASSISTANT MANAGING DIRECTOR'S REPORT

Assistant Managing Director Rob Levin highlighted some of the recent rental bookings, totaling over \$420K in revenue since the last meeting. Director Sofis also noted that Global Gourmet has partnered with the Opera to pilot a prix-fixed dining option for *Tristan & Isolde* called the Harmony Feast. Director Levin also thanked the engineering, custodial, and technical teams for all the work they do in the buildings during August, while the venues are dark. He also responded to a question about rentals in the Herbst Theatre that bookings there are currently about 90% compared to pre-COVID times.

COMMITTEE REPORT

Racial Equity & Cultural Awareness Committee: President Horn invited Chair Wright to report on the Racial Equity & Cultural Awareness Committee meeting. Chair Wright reported that departmental staff have been meeting on a regular basis to address equity and inclusion and emphasized the need to work with the resident company equity departments to coordinate efforts, and to receive more frequent updates on the important work that staff is doing.

REGULAR ITEMS

Proposition D & Ethics Commission Legislation: President Horn invited Director Sofis to report on the upcoming changes to legislation, with the passage of Proposition D in March 2024. She reported that the City Attorney has advised the Board that Trustees are able to also be members of the boards of the resident companies. Secretary Cicero reminded the Board that Trustees need to recuse themselves from votes that involve business regarding the resident companies upon which they sit. Director Sofis noted that employees of the arts and culture departments can accept a ticket, including a guest, to observe a performance to see the impact of their work in how the War Memorial operates. She noted that this is an important equity issue, as most employees of the department accepting tickets are on the security, custodial, and engineering teams. She explained that moving forward Trustees will be able to accept one ticket to a performance to fulfill a documented business purpose. She stated that if Trustees would like to purchase a ticket for a guest, the resident company will assist the Trustee with completing that purchase directly with the respective box office.

MISCELLANEOUS CORRESPONDENCE

None.

GOOD AND WELFARE

Chair Wright thanked Managing Director Sofis and her team for their commitment to inclusivity and equity at the War Memorial. There being no further good and welfare, President Horn closed good and welfare.

PUBLIC COMMENT

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

ADJOURNMENT

There being no further business, President Horn adjourned the meeting at 2:41 p.m.

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

Francesca Cicero
Board Secretary