

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
VETERANS COMMITTEE
Thursday, October 10, 2024

The Veterans Committee of the Board of Trustees of the War Memorial of San Francisco met in-person at 1:00 p.m. on Thursday, October 10, 2024, in the Trustees' Board Room, War Memorial Opera House, Chair Kopp presiding.

ROLL CALL

Committee Members Present: Chair Kopp, Trustee Gatti, and Trustee Newstat
 President Thomas E. Horn, *Ex officio*

Committee Members Absent: Trustee Rocco and Trustee Wright,

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

REGULAR ITEMS

Proposed Renewal of Agreement with American Legion War Memorial Commission:

Chair Kopp stated that the item up for consideration by the Committee was renewal of the Agreement between the War Memorial and the American Legion War Memorial Commission. Chair Kopp noted that the renewal agreement under consideration stems from the 1977 transfer of management and control of what is now the Herbst Theatre and The Green Room from the Commission to the Trustees, and the Commission's relinquishing two basement rooms to the Museum of Modern Art. He pointed out the agreement was made in exchange for the Commission receiving a more assured source of income to help cover the Commission's office expenses related to administering Veterans Building space allocated for veterans' use.

Chair Kopp remarked that each of the original 1977 agreement and 21 subsequent renewal agreements specified an annual sum to be paid by the Trustees to the Commission from Herbst Theatre rental revenues based on the Commission's needs and requirements at the time. He noted the last renewal agreement covered the 2-year period from January 1, 2023, to December 31, 2024, and the Committee would now consider a proposed 22st renewal of the agreement for a 2-year period effective January 1, 2025.

Chair Kopp stated that documents distributed to Trustees include a Staff Report, which provides a history of this agreement and a staff recommendation for the January 1, 2025, renewal, a draft of the proposed 2-year renewal agreement, and a recent history of the sums paid by the Trustees to the Commission as a percentage of Herbst Theatre revenue.

Upon invitation from Chair Kopp, Director Sofis reviewed the documents provided to the Committee. She noted that staff recommended a two-year renewal agreement for calendar years 2025 and 2026 to change from an annual sum, as had been done in the past, to an amount that is a percentage of the gross revenue of the Herbst Theatre. She stated that the 15% figure represents the percentage that is currently being paid out as an annual sum to the American Legion. She also noted another change would be that the Legion would now be able to carry-forward funds that are not expended by the end of the year. President Horn noted that this would allow the Legion to accumulate funds for special projects.

Director Sofis further reported that the terms of the proposed renewal agreement have been agreed upon by the American Legion War Memorial Commission. Chair Kopp invited American Legion War Memorial Commission Chair CJ Reeves to address the board. Mr. Reeves agreed that these are welcome changes to the

agreement and the Legion voted in favor of the agreement at their October 1, 2024, meeting. Director Sofis noted that the Herbst, while not back to pre-pandemic levels, has been increasing with various new licensees renting the space.

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

RECOMMENDED, To the Board of Trustees of the War Memorial of San Francisco that it approve the proposed two-year renewal agreement between the War Memorial Board of Trustees and the American Legion War Memorial Commission effective January 1, 2025, as recommended by staff.

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 Kopp closed public comment.

ADJOURNMENT

There being no further business to come before the Committee, Chair Kopp adjourned the meeting at 1:27 p.m.

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

Francesca Cicero
Board Secretary