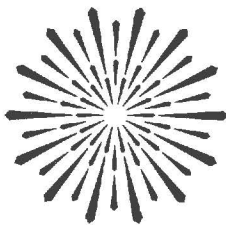


World Premiere

John Adams *Girls of the Golden West*

War Memorial Opera House Foyer Display

November–December 2017



September 25, 2017

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

Dear Beth,

I would like to propose to you and the War Memorial Trustees the idea of installing in the War Memorial Opera House foyer a small public exhibition in connection with the upcoming world premiere of the John Adams opera, *Girls of the Golden West*.

Specifically, I am proposing to the Trustees the installation of four vitrines in the Opera House foyer to be placed in front of the ornate torchiere fixtures located near the theater entrance. Each of the four vitrines, measuring 42" x 28" x 10", would be filled with curated content related to the Gold Rush and/or early development of the city of San Francisco. Each vitrine would be specifically filled with unique content by our four community partners on this project: the California Historical Society, the Society of California Pioneers, Levi Strauss and the Museum of Performance and Design. All items inside the vitrines would be viewed through glass and would range from archival and rare photographs, letters and documents, historic overalls, jacket and shirts, mining tools, archival theater programs and other rare objects of the period. All items will be clearly identified.

It is my goal that this type of exhibition will provide a deeper understanding of this important world premiere production, foster a greater appreciation of this unique and fascinating period of California history and enhance the patron experience at the War Memorial Opera House.

With your approval, the San Francisco Opera Communications and Archives Departments would work to create an easy installation in two phases: deliver and set the vitrines in the foyer during the period of October 19 to 29, followed by the installation of the contents on October 30-31. Our goal would be to have this installation set-up in time for the *Manon* final dress rehearsal on November 2, and then enjoyed by opera patrons attending *Manon* (opening November 4); *Turandot* (opening November 18); and the world premiere of *Girls of the Golden West* (opening November 21 – December 10). The de-installation would occur immediately following the final performance and completed by December 12 or earlier, coinciding with San Francisco Ballet's *Nutcracker* presentation and foyer display.

With the eyes of the classical music world on San Francisco Opera this November, I believe this *Girls of the Golden West* exhibition will be warmly received and appreciated by our patrons and attending

members of the national and international press corps. I hope you agree and will give your consent to allow us to move forward.

Sincerely,

A handwritten signature in dark ink, appearing to read "Jon Finck", with a long, sweeping horizontal line extending to the right.

Jon Finck

Director of Communications and Public Affairs

I am attaching photocopies of some suggested vitrine contents provided by the California Historical Society and Society of Pioneers including a letter written in gold dust. Additionally, please see an image of the actual vitrine, loaned to San Francisco Opera by the Museum of Performance and Design.

SAN FRANCISCO WAR MEMORIAL AND PERFORMING ARTS CENTER

RENTAL REQUESTS: October 12, 2017

WAR MEMORIAL OPERA HOUSE

San Francisco Opera Guild Holiday Reception & Onstage Dinner	December 4, 2017	\$2,175.00
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The SF Opera requests use of its second of two catering exemption for 2017-18 to engage McCalls & Associates to provide food and beverage service for this event.

LOUISE M. DAVIES SYMPHONY HALL

Facilities of Asian Cultural Exchange China Broadcasting Chinese Orchestra	April 10, 2018	\$2,500.00 vs 10% \$7,500.00 maximum
SF JAZZ Ahmad Jamal	June 6, 2018	\$2500.00 vs 10% 5,200.00 maximum

HERBST THEATRE

Extraordinary Talent Productions Broadway @ The Herbst: Jessie Mueller	October 19, 2017	\$2,500.00
US Chinese Dance Association Gansu Ethnic Song and Dance Troupe	November 16, 2017	\$1,250.00
American Legion Cathay Post God Bless the USA	January 26, 2018	\$1,250.00
Hult International Business School Hult's Got Talent	February 16, 2018	\$1,250.00
CIIS Public Programs Angela Davis	April 13, 2018	\$1,250.00
Philharmonia Baroque Orchestra Rehearsal Days	April 23 & 24, 2018	\$2,000.00
Earplay Concert	April 30, 2018	\$1,250.00
APA Heritage Foundation APA Heritage Month Celebration	May 2, 2018	\$1,250.00
SFSU Chemistry & Biochemistry Student Assn. Graduation Ceremony	May 26, 2018	\$1,250.00
UCSF School of Dentistry Graduation Ceremony & Reception	June 11, 2018	\$1,475.00
Star Dance Studios Annual Dance Concert	June 14, 15 & 16, 2018	\$3,500.00

SAN FRANCISCO WAR MEMORIAL AND PERFORMING ARTS CENTER

RENTAL REQUESTS: October 12, 2017

WILSEY CENTER FOR OPERA

Angel Hack Global Demo Day 2017 & Startup Bash	November 2, 2017	\$1,925.00
Bay Area Rainbow Symphony Concert	December 16, 2017	\$1,025.00
West Edge Opera Snapshot Matinee	January 21, 2018	\$1,600.00
Snapshot Matinee	February 25, 2018	
Philharmonia Baroque Orchestra Rehearsal	April 23, 2018	\$225.00
African American Shakespeare Company Richard III	July 3-29, 2018	\$9,600.00*

*Based on current rental rates, as rates for July, 2018 are not set

SAN FRANCISCO WAR MEMORIAL AND PERFORMING ARTS CENTER
ADDITIONAL RENTAL REQUESTS: October 12, 2017

WAR MEMORIAL OPERA HOUSE

LOUISE M. DAVIES SYMPHONY HALL

HERBST THEATRE

Another Planet Entertainment James Blake	December 4, 5 & 6, 2017	\$7,500.00
Tango Lovers Organization Tango Lovers	April 29, 2018	\$1,250.00
SFSU Marketing Student Assn. Graduation Ceremony	May 26, 2018	\$1,250.00
Fashion Institute of Design & Merchandising Graduation Ceremony	June 15, 2018	\$1,250.00

WILSEY CENTER FOR OPERA

Film Thing Meeting	November 3, 2017	\$225.00
Memorial	November 5, 2017	\$800.00

San Francisco War Memorial
FY 2017-18 Housekeeping Expenditures - September 30, 2017

Number	Description	Amount	Fund Source
<u>(1) PURCHASE ORDER</u>			
PO95163	Holzmueller Corp.	4,010.00	AAA
PO95164	Maltby Electric Supply Co., Inc.	1,229.18	AAA
PO95592	Kelly-Moore Paint Co., Inc.	3,205.62	AAA
PO96717	Grainger	3,620.75	AAA
PO96719	JCX Expendables	987.60	AAA
PO96720	Holzmueller Corp.	210.00	AAA
PO97154	East Bay Restaurant Supply	402.00	AAA
PO97974	Emcor Service	8,091.00	AAP
PO97977	Emcor Service	5,000.00	AAA
PO98460	Grainger	2,547.35	AAA
PO98462	Pace Supply Corp.	633.23	AAA
PO98844	Xtech	5,382.50	AAA
PO99015	Ibarra Brothers Printing	485.00	AAA
PO99526	Air Filter Supply Inc.	437.40	AAA
PO99527	Bearing Agencies Inc.	398.40	AAA
PO100158	Emcor Service	19,765.00	AAP
PO100159	Phoenix Day Inc.	13,590.00	AAP
PO100605	Simonds Machinery Co.	2,430.00	AAA
PO100610	Xtech	9,900.00	AAA
PO100611	Coit Service Inc.	632.00	AAA
PO100612	International Fire Inc.	2,712.85	AAA
PO102129	Pribuss Engineering	2,500.00	AAA
PO103217	Mainline Security Inc.	4,296.00	AAA
PO103218	Grainger	2,280.59	AAA

(2) INTERDEPARTMENT WORK ORDER

(3) JOURNAL ENTRIES

JE8891	SFDPW - Opera House Kitchen Drawings	18,585.00	RES
JE9494	SFDPW - Davies Symphony Hall Elevator Modernization	164,875.00	ACP

San Francisco War Memorial
FY 2017-18 Revenue Report - September 30, 2017

REF.		SEPT REVENUE	YEAR TO DATE	LAST YEAR TO DATE
	FACILITY RENTAL			
35511	Opera House	\$ 1,100.00	\$ 195,829.55	\$ 144,650.00
35512	Green Room	24,197.00	193,697.00	157,900.00
35521	Herbst Theatre	59,350.00	203,450.00	155,267.49
35531	Davies Symphony Hall	149,525.00	303,058.90	149,343.65
35542	Wilsey Center	22,755.00	83,585.00	18,625.00
62891	Zellerbach Rehearsal Hall	4,907.50	77,822.50	42,475.00
	OFFICE RENTAL			
35519	San Francisco Opera (OH)	12,744.84	50,979.36	38,234.52
35519	San Francisco Ballet (OH)	-	5,295.75	5,295.75
35539	San Francisco Symphony (DSH)	13,519.20	40,557.60	40,557.60
35540	Veterans Bldg. Office Rent (SFO)	33,813.49	135,253.96	135,253.96
35540	Veterans Building Occupancy Fees	632.22	1,896.66	1,896.66
	FOOD/BEVERAGE CONCESSIONS			
35611	Opera House	195.74	56,899.08	40,189.34
35611	Herbst Theatre	1,061.46	24,873.16	6,736.45
35631	Davies Symphony Hall	8,855.41	71,604.82	30,006.58
	PROGRAM CONCESSIONS			
35612	Opera House	60.00	2,135.06	554.78
35612	Herbst Theatre	172.38	236.07	569.44
35632	Davies Symphony Hall	-	3,342.09	1,760.04
	OTHER			
35232	Parking Fees	2,364.95	10,500.30	9,127.70
62899	Miscellaneous Revenue	14,356.50	50,550.20	21,352.70
GROSS REVENUE		\$ 349,610.69	\$ 1,511,567.06	\$ 999,796.66
	Less 15% War Memorial Reserve	(52,441.60)	(226,735.04)	(149,676.26)
	Payment to War Memorial Commission	(2,929.00)	(8,787.00)	(8,304.00)
NET REVENUE		\$ 294,240.09	\$ 1,276,045.02	\$ 841,816.40
	OTHER FUNDS			
35614	Concessions Equipment Replacement	\$ 566.28	\$ 8,165.97	\$ 4,600.17

San Francisco War Memorial
FY 2017-2018 Appropriations Report - September 30, 2017

OBJ	DESCRIPTION	REVISED APPROPRIATION	YTD ENCUMBERED & EXPENDED	BALANCE	LAST YEAR ENCUMBERED & EXPENDED
00101	Permanent Salaries	\$ 5,624,374	\$ 1,336,331	\$ 4,288,043	\$ 1,159,689
00501	Temporary Salaries	477,368	-	477,368	105,208
00901	Premium Pay	130,180	24,845	105,335	22,636
01000	One-Time Salaries Payments	-	-	-	7,575
01101	Overtime	126,464	42,840	83,625	45,370
01201	Holiday	87,786	14,155	73,631	13,622
01371	Mandatory Fringe Benefits	2,987,271	565,091	2,422,181	586,637
02102	Air Travel	3,786	-	3,786	-
02105	Non-Air Travel	9,560	1,232	8,328	1,170
02200	Training	8,150	-	8,150	80
02301	Auto Mileage	100	-	100	-
02401	Membership Dues	2,225	470	1,755	470
02702	Engineering Services	-	1,280	(1,280)	-
02761	Systems Consulting	66,107	53,784	12,323	10,425
02799	Other Professional	9,500	2	9,498	-
02800	Building Maintenance Services	904,238	738,138	166,099	731,281
02900	Equipment Maintenance Services	48,682	19,370	29,313	26,266
03100	Equipment Lease/Rental	16,456	12,931	3,525	7,816
03500	Other Current Expenses	33,646	8,908	24,739	11,351
04000	Materials & Supplies	311,223	78,437	232,786	129,538
05211	Taxes	63,941	-	63,941	-
05221	Licenses and Permits	16,050	8,983	7,067	6,102
06000	Equipment	-	-	-	20,250
081CI	IS-TIS-ISD Service Infrastructure	166,150	-	166,150	117,498
081CT	City Attorneys Legal Svc	100,000	-	100,000	100,000
081C5	IS-TIS-ISD Service	121,800	-	121,800	-
081EA	Enterprise Agreement	4,521	-	4,521	1,109
081ET	GF-TIS-Telephone	39,914	-	39,914	34,020
081FM	GF-GSA-Facilities	3,466,030	-	3,466,030	3,436,975
081HS	GF-CHS Medical Service	19,185	-	19,185	18,688
081HT	GF-CHS-Toxic Waste	6,295	-	6,295	10,000
081HZ	GF-HR-MGT/Benefit	4,814	-	4,814	34,322
081H2	GF-HR-MGMT Training	1,080	-	1,080	1,080
081H3	GF-HR-Workers' Compensation	59,859	-	59,859	101,533
081PR	IS-PURCH-Reproduction	8,500	-	8,500	8,500
081RP	GF-Rec & Park Gardener	142,489	-	142,489	142,489
081UL	GF-PUC-Light & Power	878,550	47,682	830,868	776,225
081W1	PUC-Sewer Service	138,223	-	138,223	109,830
081W2	PUC - Water	108,230	-	108,230	91,003
08600	Exp Recovery	(229,095)	-	(229,095)	-
	TOTAL OPERATING	\$ 15,963,652	\$ 2,954,477	\$ 13,009,175	\$ 7,868,758
067AAP	Facilities Maintenance	\$ 768,425	\$ 290,244	\$ 478,182	NA
070AAP	Debt Service	9,274,936	2,848,435	6,426,501	NA
067ACP	Capital Improvements	3,851,333	31,997	3,819,336	NA
067ACP	Capital Equipment	56,500	56,050	450	NA
	GRAND TOTAL	\$ 29,914,847	\$ 6,181,203	\$ 23,733,644	
	War Memorial Reserve	\$ 2,246,340	\$ 412,944	\$ 1,833,396	NA
	Concessions Equip. Repl. Fund	\$ 95,914	\$ -	\$ 95,914	NA