

SAN FRANCISCO WAR MEMORIAL AND PERFORMING ARTS CENTER

RENTAL REQUESTS: October 14, 2021

DAVIES SYMPHONY HALL

UCSF – School of Medicine Graduation	May 12, 2022; 4p-11p	\$3,800.00
Golden Gate University School of Law Graduation	May 19, 2022; 4p-11p	\$3,800.00
UCSF – School of Pharmacy Graduation	May 27, 2022; 6a-1p	\$3,800.00
UCSF – School of Nursing Graduation	June 2, 2022; 5p-11p	\$3,800.00

WAR MEMORIAL OPERA HOUSE

San Francisco Opera 2021-22 Season (Partial)	May 9, 2022 – July 5, 2022	\$87,200.00
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ZELLERBACH REHEARSAL HALL

The San Francisco Ballet requests use of the first of two catering exemptions for 2021-22 to engage Betty Zlatchin Catering to provide food and beverage services as follows:

San Francisco Ballet Nutcracker Land of Dreams Luncheon (Zellerbach A)	December 12, 2021	catering %
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HERBST THEATRE

San Francisco Human Rights Commission HTC Summit with Mayors Breed & Tubbs	November 2, 2021	\$775.00
Penny Appeal Punchlines Comedy Tour	November 20, 2021	\$1,375.00
The Long Now Foundation Lost Landscapes	December 1, 2022	\$1,375.00
La Scuola La Scuola International School Spring Performance	May 3, 2022	\$1,375.00
APA Heritage Foundation APA Heritage Awards	May 4, 2022	\$1,375.00
Intermusic SF Music Day 2022	March 20, 2022	\$1,375.00

SAN FRANCISCO WAR MEMORIAL AND PERFORMING ARTS CENTER

RENTAL REQUESTS: October 14, 2021

WILSEY CENTER

Amabile School of Music Music Student Recital in Atrium Theater	September 19, 2021	\$825.00
Bay Area Rainbow Symphony Bay Area Rainbow Symphony Returns to In-person Performances in Atrium Theater	November 20, 2021	\$825.00
Intermusic SF Music Day 2022	March 20, 2022	\$1,075.00

**RESOLUTION MAKING FINDINGS IN ACCORDANCE WITH CALIFORNIA
ASSEMBLY BILL 361 AND GOVERNMENT CODE SECTION 54953(e)
AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE
WAR MEMORIAL BOARD OF TRUSTEES**

WHEREAS, the WAR MEMORIAL BOARD OF TRUSTEES (“WMBT”) is committed to preserving and supporting public access and participation in meetings of the War Memorial Board of Trustees and all of its Committees; and

WHEREAS, all meetings of WMBT and its Committees are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch WMBT and its Committees conduct business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, On February 25, 2020, the Mayor of the City and County of San Francisco (the “City”) declared a local emergency, and on March 6, 2020, the City’s Health Officer declared a local health emergency, and both those declarations remain in effect; and

WHEREAS, on March 4, 2020 Governor Newsom declared a State of Emergency in the State of California pursuant to Government Code Section 8625 as a result of the threat of the Coronavirus (COVID-19) pandemic; and

WHEREAS, subsequently, in March 2020, in response to the COVID-19 pandemic, Governor Newsom issued Executive Orders N-25-20 and N-29-20. These orders suspended certain elements of the Brown Act and specifically allowed for legislative bodies as defined by the Brown Act to hold their meetings entirely electronically with no physical meeting place. On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which provided that the provisions in Executive Order N-29-20 suspending certain elements of the Brown Act would continue to apply through September 30, 2021; and

WHEREAS, On March 11 and March 23, 2020, the Mayor issued emergency orders suspending select provisions of local law, including sections of the City Charter, that restrict teleconferencing by members of policy bodies; those orders remain in effect, so City law currently allows policy bodies to meet remotely if they comply with restrictions in State law regarding teleconference meetings; and

WHEREAS, on September 16, 2021 Governor Newsom signed AB 361, which added subsection (e) to Government Code section 54953 of the Brown Act, and makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition of AB 361 is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the State caused by conditions as described in Government Code section 8558; and

WHEREAS, there has been a significant increase in COVID-19 cases in the City and County of San Francisco due primarily to the Delta variant of SARS-CoV-2, the virus that causes COVID-19. Emerging evidence indicates that the Delta variant is far more transmissible than prior variants of the virus, may cause more severe illness, and can be spread even by fully vaccinated individuals; and

WHEREAS, the Health Officer for the City and County of San Francisco issued a Local Health Emergency regarding Covid-19 on March 6, 2020, which remains in effect at this time, and has subsequently issued orders and directives to ensure the health and safety of the City and County of San Francisco including, but not limited to, issuing guidelines on physical distancing, encouraging meeting outdoors, wearing masks and receiving vaccinations; and,

WHEREAS, WMBT now desires to adopt a Resolution making the findings that the requisite conditions exist for the legislative bodies of WMBT to conduct remote virtual meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953 and shall comply with the requirements to provide the public with access to the meetings as prescribed in Government Code section 54953(2)(e); and,

NOW, THEREFORE, BE IT RESOLVED:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Governor's Proclamation of a State of Emergency. WMBT hereby finds there is the Governor of the State of California's Proclamation of a State of Emergency, effective as of its issuance date of March 4, 2020 and continuing as of the date of this Resolution.

Section 3. Local State of Emergency. WMBT here finds that the Mayor of San Francisco issued a Proclamation of Local Health Emergency on February 25, 2020, and the San Francisco County Health Officer issued Order C19-07y on June 11, 2021, and updated as of September 20, 2021, to protect the health and safety of the City and County of San Francisco.

Section 2. Proclamation of Emergency. WMBT hereby finds that a state and local emergency now exists throughout the District, as evidenced by the State proclamations and City proclamations, and County Health orders currently in effect and, therefore, holding meetings in person would present imminent risks to the health and safety of attendees.

Section 4. Remote Teleconference Meetings. The staff of the San Francisco War Memorial and Performing Arts Center is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting remote meetings in

accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution: This Resolution shall take effect immediately upon its adoption and for at least the next 30 days meetings of the WMBT and its Committees, will continue to occur exclusively by teleconferencing technology (and not by any in-person meetings or any other meetings with public access to the places where any policy body member is present for the meeting). Such meetings will provide an opportunity for members of the public to address this body and its Committees and will otherwise occur in a manner that protects the statutory and constitutional rights of parties and the members of the public attending the meeting via teleconferencing.

Section 6. Future Meetings. The Executive Secretary of WMBT is directed to place a resolution substantially similar to this resolution on the agenda of a future WMBT meeting within the next 30 days. If WMBT does not meet within the next 30 days, the Executive Secretary is directed to place such resolution on the agenda of the next WMBT meeting that is scheduled.

San Francisco War Memorial
FY 2021-22 Revenue Report - September 30, 2021

REF.		SEP. REVENUE	YEAR TO DATE	LAST YEAR TO DATE	FY 2018-2019
FACILITY RENTAL					
435511	Opera House	\$ 113,900.52	\$ 210,700.52	\$ 12,645.00	\$ 280,366.90
435512	Green Room	3,900.00	\$ 15,850.00	-	187,925.00
435521	Herbst Theatre	4,000.00	\$ 55,250.00	2,800.00	269,600.00
435531	Davies Symphony Hall	159,320.00	\$ 213,000.00	8,925.00	240,690.00
435542	Wilsey Center	67,562.14	\$ 97,282.14	5,530.00	63,330.00
462891	Zellerbach Rehearsal Hall		\$ 26,760.00	-	72,880.00
OFFICE RENTAL					
435517	San Francisco Ballet (OH)	2,611.38	10,445.52		5,609.04
435519	San Francisco Opera (OH)		45,181.56	60,242.08	53,995.28
435539	San Francisco Symphony (DSH)		15,170.40	45,511.20	42,957.00
435540	Veterans Bldg. Office Rent (SFO)		113,766.42	113,939.61	143,323.60
462861	Veterans Building Occupancy Fees	9,846.42	29,539.26	30,823.11	1,625.82
FOOD/BEVERAGE CONCESSIONS					
435611	Opera House	-	-		51,253.63
435611	Herbst Theatre	-	-		22,493.60
435631	Davies Symphony Hall	-	-		80,598.93
PROGRAM CONCESSIONS					
435612	Opera House	-	-		200.03
435612	Herbst Theatre	-	-		-
435632	Davies Symphony Hall	-	-		4,447.02
OTHER					
435232	Parking Fees	2,774.00	6,342.00		11,396.25
462899	Miscellaneous Revenue	226.00	4,942.00	1,156.00	66,007.60
GROSS REVENUE		\$ 364,140.46	\$ 844,229.82	\$ 281,572.00	\$ 1,598,699.70
	Less 15% War Memorial Reserve	(54,621.07)	(126,634.47)	(42,235.80)	(239,804.96)
	Payment to War Memorial Commission	(2,500.00)	(7,500.00)	(10,107.00)	(9,648.00)
NET REVENUE		\$ 307,019.39	\$ 710,095.35	\$ 229,229.20	\$ 1,349,246.75
OTHER FUNDS					
435614	Concessions Equipment Replacement	\$ -	\$ -	\$ -	\$ 7,948.27

San Francisco War Memorial FY 2021-2022 Housekeeping Expenditures - September 30, 2021			
PO Number	Description	Amount	Fund Source
PURCHASE ORDER			
555318	COIT SERVICE INC	\$ 7,249.00	14670
555344	UNION DOOR	\$ 29,500.00	14680
556373	CHARLES PANKOW BUILDERS LTD	\$ 108,758.00	14660
556407	HOLZMUELLER CORP	\$ 1,023.00	14670
556422	REGENCY ENTERPRS INC DBA REGNCY LIGHTING	\$ 3,393.60	14670
556439	KELLY-MOORE PAINT CO INC	\$ 1,992.35	14670
556625	INTL ASSOCIATION OF VENUE MANAGERS INC	\$ 3,150.00	14670
556777	STAPLES BUSINESS ADVANTAGE	\$ 21.90	14670
556808	INTERNATIONAL CONTACT INC	\$ 2,575.00	14670
556979	KELLY-MOORE PAINT CO INC	\$ 443.18	14670
556988	CREST/GOOD MFG CO INC	\$ 1,833.00	14670
557417	XTECH	\$ 975.00	14670
558403	SYSERCO, INC	\$ 71,600.00	14670
558646	MEADOW DESIGN INC	\$ 75,440.00	14660
558992	TK ELEVATOR CORPORATION	\$ 114,270.00	14670
559054	WIRELESS VOICE & DATA INC	\$ 8,150.00	14670
559076	D T C GRIP & ELECTRIC INC	\$ 2,346.00	14670
559151	B B I ENGINEERING INC	\$ 3,662.00	14670
559154	AQUA TREAT CHEMICALS INC	\$ 2,388.00	14670
559194	GRAINGER	\$ 434.75	14670
559211	HOLZMUELLER CORP	\$ 893.00	14670
559214	GRAINGER	\$ 900.52	14670
559474	HOLZMUELLER CORP	\$ 423.00	14670
560993	D T C GRIP & ELECTRIC INC	\$ 8,123.88	14660
561018	JCX EXPENDABLES	\$ 178.00	14670
561022	B B I ENGINEERING INC	\$ 1,161.00	14670
561962	CHARLES PANKOW BUILDERS LTD	\$ 45,042.00	14660
561962	CHARLES PANKOW BUILDERS LTD	\$ 158,000.00	14690
562115	XTECH	\$ 690.00	14670
562255	KELLY-MOORE PAINT CO INC	\$ 500.00	14670
562786	B B I ENGINEERING INC	\$ 107.99	14670
562841	MCCLURE ELECTRIC INC	\$ 2,090.68	14670
563137	STAPLES BUSINESS ADVANTAGE	\$ 2,000.00	14670
	Total	\$ 659,314.85	
FUND CODE:	DESCRIPTION:		
14660	Shuttered Venue Operator Grant (SVOG)		
14670	Operating		
14680	Facilities Maintenance		
14690	Capital Projects		
14700	Concessions Equipment Replacement Fund		
14720	War Memorial Reserve		

San Francisco War Memorial
FY 2021 - 2022 Appropriations Report - September 30, 2021

Account	DESCRIPTION	REVISED APPROPRIATION	YTD ENCUMBERED & EXPENDED	BALANCE
501010	Permanent Salaries	\$ 6,473,700	\$ 1,196,655	\$ 5,277,045
505010	Temporary Salaries	\$ 381,958	\$ 155,442	\$ 226,516
509010	Premium Pay	\$ 108,247	\$ 23,268	\$ 84,979
510210	One-Time Salaries Payments		\$ 36,557	\$ (36,557)
511010	Overtime	\$ 185,077	\$ 59,749	\$ 125,328
501070	Holiday	\$ 99,318	\$ 12,809	\$ 86,509
513000	Mandatory Fringe Benefits	\$ 3,484,112	\$ 689,604	\$ 2,794,508
521030	Air Travel	\$ -	\$ -	\$ -
521050	Non-Air Travel	\$ -	\$ -	\$ -
522000	Training	\$ 22,600	\$ -	\$ 22,600
523010	Auto Mileage // Local Field Expense	\$ -	\$ 250	\$ (250)
524010	Membership Dues	\$ 3,795	\$ -	\$ 3,795
527090	Special Inspection & Testing Services	\$ 3,952	\$ 16,323	\$ (12,371)
527610	Systems Consulting	\$ 41,989	\$ 1,046	\$ 40,942
527990	Other Professional Services	\$ 81,320	\$ 99,994	\$ (18,674)
528010	Scavenger Service	\$ 224,432	\$ 53,269	\$ 171,163
528030	Pest Control	\$ 45,889	\$ 18,064	\$ 27,825
528910	Elevator Service	\$ 262,170	\$ 179,034	\$ 83,136
528990	Other Building Maintenance Services	\$ 730,761	\$ 541,543	\$ 189,218
529110	Data/Word Processing Maintenance	\$ 16,620	\$ 1,620	\$ 15,000
529990	Other Equipment Maintenance	\$ 37,282	\$ 36,697	\$ 585
531000	Equipment Lease/Rental	\$ 17,989	\$ 21,751	\$ (3,762)
535000	Other Current Expenses (535000-535990)	\$ 67,317	\$ 47,011	\$ 20,307
540000	Materials & Supplies	\$ 327,517	\$ 152,849	\$ 174,668
552110	Taxes (Community Benefit District)	\$ 275,851	\$ -	\$ 275,851
552115	Sales Tax	\$ -	\$ -	\$ -
552210	Fees, Licenses and Permits	\$ 34,169	\$ 883	\$ 33,286
581051	PUC - Light, Heat and Power	\$ 958,817	\$ -	\$ 958,817
581063	PUC - Sewer Service	\$ 77,412	\$ 9,231	\$ 68,181
581064	PUC - Water	\$ 74,031	\$ 9,226	\$ 64,805
581140	DT - Technology Projects	\$ 80,513	\$ -	\$ 80,513
581210	DT - Technology Infrastructure	\$ 149,552	\$ 37,388	\$ 112,164
581270	City Attorney - Legal Services	\$ 93,000	\$ -	\$ 93,000
581325	DTIS - Enterprise Agreement	\$ 11,553	\$ -	\$ 11,553
581360	DTIS - Telephone Services	\$ 30,480	\$ -	\$ 30,480
581410	GSA - Custodial Services	\$ 2,742,425	\$ -	\$ 2,742,425
581450	DHR - Management Training	\$ 42,790	\$ -	\$ 42,790
581460	DHR - Workers Compensation	\$ 135,203	\$ -	\$ 135,203
581570	DPH - Medical Services/Training	\$ 61,732	\$ -	\$ 61,732
581580	DPH - Toxic Waste & Haz. Mat Svcs.	\$ 24,556	\$ -	\$ 24,556
581820	Purchasing - Reproduction	\$ 8,500	\$ -	\$ 8,500
581880	Rec. Park - Gardener Services	\$ 187,264	\$ -	\$ 187,264
	TOTAL OPERATING	\$ 17,603,894	\$ 3,400,263	\$ 14,203,630
14680	Facilities Maintenance	\$ 585,888	\$ 64,476	\$ 521,412
067ACP	Capital Improvements	\$ -	\$ -	\$ -
067ACP	Capital Equipment	\$ -	\$ -	\$ -
	GRAND TOTAL	\$ 18,189,782	\$ 3,464,740	\$ 14,725,042
10000	Debt Service	\$ 9,502,809	\$ 2,658,210	\$ 6,844,599
14720	War Memorial Reserve	\$ 1,666,920	\$ 168,633	\$ 1,498,287
14700	Concessions Equip. Repl. Fund	\$ 52,424	\$ -	\$ 52,424



SAN FRANCISCO BALLET
HELGI TOMASSON ARTISTIC DIRECTOR

Celebrating Helgi Tomasson

In collaboration with the Museum of Performance + Design (MP+D), San Francisco Ballet requests permission to set up an exhibit to honor the Ballet's outgoing Artistic Director and Principal Choreographer, Helgi Tomasson.

Following a successful career as a dancer, Tomasson came to San Francisco Ballet in 1985. He brought to this position a gift for choreographing and for teaching, a dynamic vision, and the pursuit of excellence. Under his guidance, SF Ballet has achieved recognition as one of the finest ballet companies in the world.

During Tomasson's tenure, San Francisco Ballet has celebrated the classics while also encouraging innovation, nurturing the art form to move forward while being cognizant of its roots. Curated from the San Francisco Ballet Archives at MP+D and directly from SF Ballet, this exhibit will feature a rotating selection of photographs featuring Tomasson's choreography. These will include images from his iconic story ballets, such as *Swan Lake*, *The Sleeping Beauty*, *Romeo & Juliet*, *Giselle*, *Don Quixote* (co-choreographed with SF Ballet Choreographer-in-Residence Yuri Possokhov), and *Nutcracker*. Alongside these story ballets, Tomasson has choreographed over 50 works for SF Ballet, so this exhibit will also include a rotating selection of photographs from this extensive repertory, showcasing works featured in the 2022 celebration season as well as earlier performances throughout his more than three decades with SF Ballet.

This exhibit would be installed on the lobby of the North Grand Tier level of the War Memorial Opera House. The exhibit will comprise of three (3) enclosed plexiglass vitrines. The initial iteration of the exhibit would be installed with the start of the 2022 SF Ballet season on February 1, 2022, with the content alternating three times until the repertory season comes to a close on May 8, 2022.

The following pages include a sample set of images with accompanying captions, detailed information about the placement of the exhibit, and specifications about the cases to be used.

SAMPLE IMAGES



San Francisco Ballet in Tomasson's *The Sleeping Beauty*, featuring WanTing Zhao as the Lilac Fairy, 2018

World Premiere: 1990

Composer: Pyotr Ilyich Tchaikovsky

Designer: Jens-Jacob Worsaae (sets and costumes)

Photographer: Erik Tomasson

Tomasson premiered his production of *The Sleeping Beauty* in 1990 in part to commemorate the 100th anniversary of the original premiere of this ballet at the Marinsky Theatre in 1890, choreographed by Marius Petipa.

SAMPLE IMAGES



Tracy-Kai Maier, Joanna Berman, and Jim Sohm in Tomasson's *Contredanses*, 1986
World Premiere, 1984 ; San Francisco Ballet Premiere, 1986
Composer: Ludwig van Beethoven
Designer: Natalie Garfinkle (costumes)
Photographer: Marty Sohl

Contredanses is one of the earliest works choreographed by Tomasson to be performed by San Francisco Ballet at the War Memorial Opera House. This work was created for Finis Jhung's Chamber Ballet in 1984 and hailed by *Washington Post* writer Alan M. Kriegsman as a ballet that "[gave] strong evidence of [Tomasson's] creative gifts" in his review of the work in 1985.

SAMPLE IMAGES



San Francisco Ballet in Tomasson's *Giselle*, 2014

World Premiere: 1999

Composer: Adolph Adam

Designer: Mikael Melbye (sets and costumes)

Photographer: Erik Tomasson

When *Giselle* premiered in 1999, it was the first time since 1947 that SF Ballet had performed the work in its entirety. In an interview with *The New York Times*'s Janice Berman, Tomasson spoke about the importance of performing in *Giselle* as part of a dancer's development and that the work "is something that will challenge and make dancers grow ... in their very short dancing careers."

SAMPLE IMAGES



San Francisco Ballet in Tomasson's *Swan Lake*, 2017

World Premiere: 1988; new production in 2009

Composer: Pyotr Ilyich Tchaikovsky

Designers: Jens-Jacob Worsaae (1988) and Jonathan Fensom (2009)

Photographer: Erik Tomasson

Swan Lake was the first story ballet Tomasson choreographed for SF Ballet in 1988. Following the premiere, Anna Kisselgoff of *The New York Times* said of this production, "Helgi Tomasson's completely new production of 'Swan Lake' - one of the most beautifully designed in recent years, now puts the San Francisco Ballet on the international dance map."

SAMPLE IMAGES



Lucas Erni, Lonnie Weeks, Mingxuan Wang, and Benjamin Freemantle in Tomasson's ***Concerto Grosso***, 2020

World Premiere: 2003

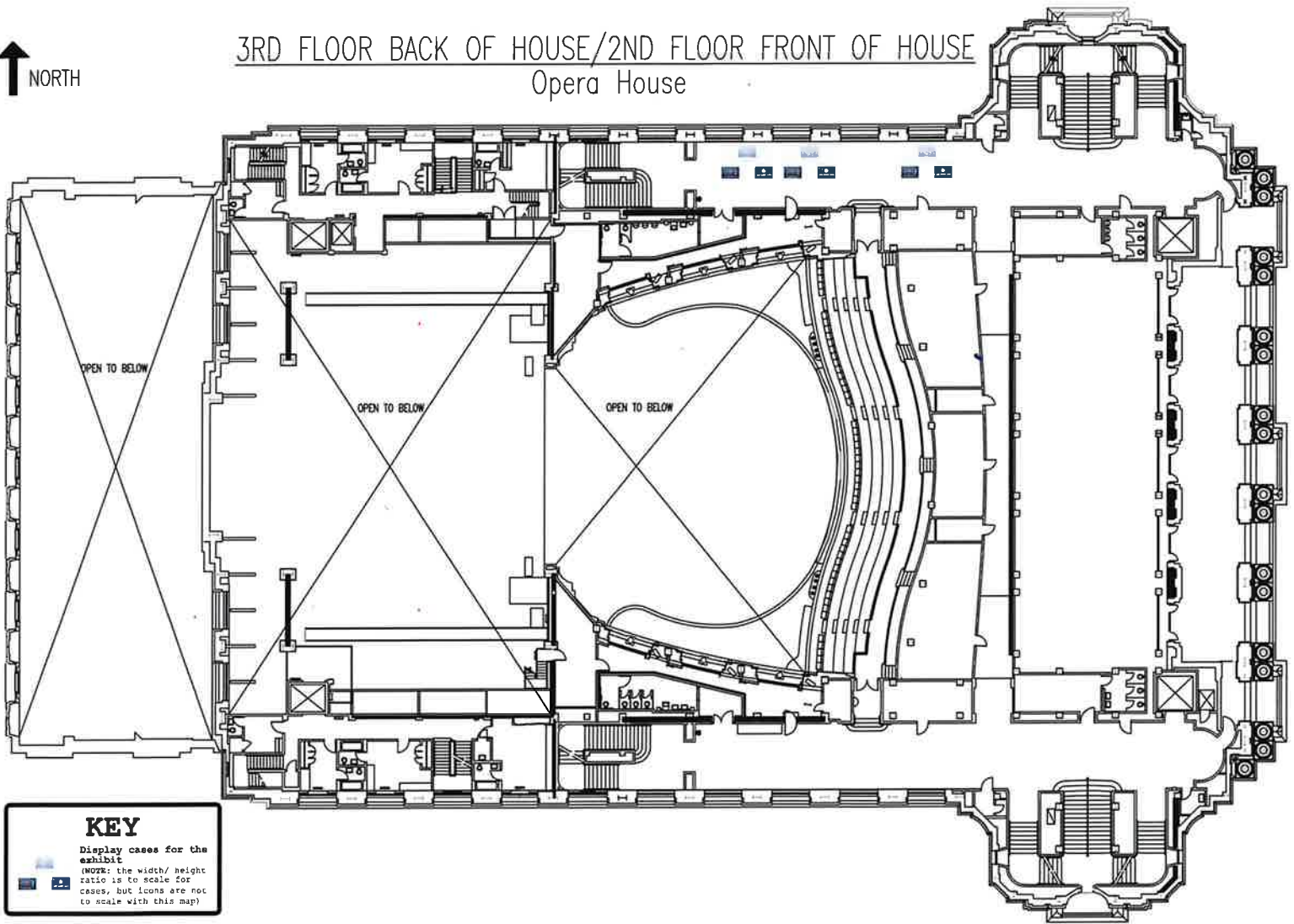
Composers: Francesco Geminiani and Arcangelo Corelli

Designer: Sandra Woodall (costumes)

Photographer: Erik Tomasson

The ballet often features dancers from the corps de ballet as well as principal dancers. "I created this work to showcase that there is a lot of talent in the ranks, not only the top people," says Tomasson, "it reaches all the way back to the corps."

3RD FLOOR BACK OF HOUSE/2ND FLOOR FRONT OF HOUSE
Opera House







ESA-PEKKA SALONEN
Music Director

PRISCILLA B. GEESLIN
President

MICHAEL TILSON THOMAS
Music Director Laureate

HERBERT BLOMSTEDT
Conductor Laureate

October 7, 2021

John Caldon, Managing Director
War Memorial Performing Arts Center
401 Van Ness, Room 110
San Francisco, CA 94102

Dear John,

The Symphony is excited to announce a partnership with CLEAR Health Pass to verify vaccination status and matching identity (as required by the SFDPH) of our patrons. With Health Pass, users download the free app (iOS and Android) and pre-register their vaccination status and matching ID. Once adopted by patrons, we expect a reduction in wait times to enter Davies for our concerts as the patron will simply show their phone to an usher for verification. As it stands now, the Symphony increased usher staffing to manually check vaccination proof and matching ID, an inherently slower process resulting in lines wrapping around the corner onto Franklin.

The Symphony requests approval to display four (4) branded CLEAR Health Pass signs outside various entrances to Davies Symphony Hall directing patrons to expedited entry doors using Health Pass. An example of a potential sign is attached. We will coordinate with staff to finalize the design and placement of the signage. If we discover that a different number or configuration of signage is needed, we will return to the staff and/or Board of Trustees for approval. This request is for the 21-22 Season and may be requested for future seasons. We request a waiver of the Commercial Display Fee this season since the program benefits patrons' expedited entry to the hall in compliance with the protocols issued by the SFDPH.

Please don't hesitate to contact me with questions.

Sincerely,

Andrew Dubowski
Senior Director of Operations



CLEAR

COME BACK BETTER

Open the CLEAR app and
have your Health Pass ready
to enter Davies Symphony Hall



SF^{SYMPHONY}

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
PRESENTORS LIAISON COMMITTEE / SPECIAL MEETING

Thursday, July 8, 2021

The Presentors Liaison Committee of the Board of Trustees of the War Memorial of San Francisco met remotely at 1:00 p.m. on Thursday, July 8, 2021, Chair Bechtle presiding.

ROLL CALL

Committee Members Present:	Chair Bechtle, Trustee Lui, Trustee Moscone President Horn, <i>Ex Officio</i>
Committee Members Absent:	Vice-chair Shultz and Trustee Wilsey
Non-Committee Members Present:	Trustee Levin, Trustee Pelosi (arrived 1:10 p.m.)
Staff Present:	John Caldon, Managing Director Jennifer Norris, Assistant Managing Director

REGULAR ITEMS

Global Gourmet Catering Report:

Chair Bechtle stated that on March 7, 2020, War Memorial venues were closed by Order of the Health Officer to prevent the spread of COVID-19, and that with performances now resuming in venues, it is time to decide when and how to resume providing concessions and catering services.

Before hearing a report from Global Gourmet Catering on its plans for reopening food and beverage services related to performances in War Memorial venues, Chair Bechtle requested that Managing Director John Caldon provide a high-level review of the food and beverage concession agreements, as well as an overview of how COVID-19 has impacted our concessions and catering services.

Director Caldon reported that the Agreement between the War Memorial and Global Gourmet Catering was signed in 2018. The term of the Agreement is August 1, 2018, through July 31, 2023, with an optional renewal term of five years. Per the existing Agreement, Global Gourmet Catering is to notify the War Memorial by January 2022 if it desires an extension, at which time both parties would discuss renewal.

Director Caldon noted that prior to COVID-related venue closures, Global Gourmet provided contracted food and beverage services for nineteen months. It has now lost sixteen months of work under the Agreement. He noted that the Agreement specifies service levels for various areas of the venues and requires Global Gourmet receive approval for menu items and price changes from the War Memorial.

Director Caldon further noted that the Agreement includes a capital investment commitment by Global Gourmet of \$750,000 to be invested in the venues over the ten-year term. He noted that \$60,000 was approved for Opera House Lower Lounge improvements prior to pandemic closures but that those improvements have not yet been made. He stated that the Agreement should have an Exhibit D attachment that reflects Global Gourmet's Investment Schedule for capital upgrades, but that the Investment Schedule has not yet been submitted.

Following Director Caldon's report, Chair Bechtle welcomed Garo Eldemir, Director of Concessions for Global Gourmet, and Melissa Gartner, General Manager of Global Gourmet, to speak regarding Global Gourmet's plans for resumption of food and beverage service at the War Memorial.

Mr. Eldemir stated that Global Gourmet plans to approach reopening with a good deal of flexibility to meet the needs of patrons as expectations evolve following the pandemic.

Ms. Gartner reported that Global Gourmet plans to begin food and beverage service at the War Memorial Opera House for San Francisco Opera's performance of "Tosca" on August 21, 2021, and at Davies Symphony Hall for the September 22, 2021, screening of "The Princess Bride" film with live orchestra, which will be San Francisco Symphony's first presentation with an intermission.

Ms. Gartner further reported that Café Valor will reopen with the return of workers to City Hall and the Veterans Building, but no later than August 21, 2021. The first Herbst Theatre performance that will have beverage service and grab-and-go food offerings has not yet been identified, as Herbst Theatre service is highly dependent on the specific needs of the licensee in the venue for each individual performance.

Regarding menu offerings, Ms. Gartner stated that Global Gourmet will begin at the Opera House with full bar service and grab-and-go packaged food offerings. Global Gourmet also hopes to open the Lower Lounge Café at the Opera House, though the buffet presents challenges due to possible patron expectations regarding sanitation, so Global Gourmet may change the restaurant format or resume buffet with staffed service stations in place of the previous self-service format. Ms. Gartner stated that Global Gourmet may choose to operate the restaurant with reduced capacity depending on what feels safe for patrons.

Ms. Gartner stated that adaptability is important, and that Global Gourmet will monitor patron purchasing habits. Mr. Eldemir stated that Global Gourmet will seek to understand if patrons are returning primarily to hear the music, or to have the full opera-going experience complete with champagne and other concessions.

Ms. Gartner noted that when guests pre-book tables and place reservations for food and drink in advance of a performance, it helps Global Gourmet anticipate service levels. She noted that Global Gourmet also receives ticket sales information and is working closely with the marketing departments to ensure messaging aligns well and that patrons will know what food and beverage offerings will be available.

Ms. Gartner assured the Board that the food service and bar staff are excited to return. Much of Global Gourmet's staff have worked in the venues for many years and are very committed. She reported that Global Gourmet is currently negotiating with UNITE HERE Local 2 regarding vaccination status requirements for union employees. She further noted that Global Gourmet would prefer for all staff to be vaccinated.

Mr. Eldemir stated that Global Gourmet is exploring the use of Quick Response (QR) Codes for intermission pre-ordering and considering how pre-orders might be delivered to specific locations in the Opera House.

Chair Bechtle asked how the Board could assist Global Gourmet and Mr. Eldemir mentioned that it is likely Global Gourmet will need to revisit pricing to account for the increased cost of products and for delivery service if pre-orders are numerous and required to be delivered to multiple locations within the venues. Mr. Eldemir asked that the Board be prepared to receive requests for new pricing in the future. He also mentioned a desire to align menu items and delivery method with patron desires.

Ms. Gartner stated that Global Gourmet intended to have new menus developed by August 1, 2021, and that she and Chef Alphonso would be working onsite full time starting Monday July 12, 2021.

In response to a question from President Horn regarding decoration plans, David Ashley, Chief Operations Officer for Global Gourmet, stated that Global Gourmet is still in operation due to having received federal funding through the Payroll Protection Program. Its goal is to start generating earned revenue before moving forward with capital investments, as Global Gourmet exhausted its financial resources during the pandemic.

President Horn asked that capital investments be revisited soon, as Global Gourmet's interest and ability in investing in improving food service areas was an attractive part of Global Gourmet's response to the War Memorial during the Request for Proposal process.

Director Caldon requested that Global Gourmet draft an Operator's Investment Schedule for review by War Memorial Staff and prepare any requests for price increases for submission to the Board.

In response to a question from Director Caldon regarding pre-order apps, Ms. Gartner mentioned two options, including SmartTabs and Open Table, both of which have strengths and weakness as applied to intermission pre-orders.

Chair Bechtle thanked Global Gourmet for their report and stated the Board's support and interest in seeing food and beverage service fully restored to War Memorial venues as soon as possible.

PUBLIC COMMENT

Chair Bechtle called for public comment on items within the subject matter jurisdiction of the Committee, but which did not appear on the agenda. There being none, public comment was closed.

ADJOURNMENT

There being no further business, Chair Bechtle adjourned the meeting at 1:40 p.m.

Jennifer E. Norris
Executive Secretary

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
PRESENTORS LIAISON COMMITTEE / SPECIAL MEETING

Thursday, September 9, 2021

The Presentors Liaison Committee of the Board of Trustees of the War Memorial of San Francisco met remotely at 1:30 p.m. on Thursday, September 9, 2021, Chair Bechtle presiding.

ROLL CALL

Committee Members Present:	Chair Bechtle, Vice-Chair Shultz, Trustee Lui, Trustee Moscone, Trustee Wilsey, and President Horn, <i>Ex officio</i>
Committee Members Absent:	Trustee Lui
Non-Committee Members Present:	Trustee Gatti, Trustee Pelosi
Staff Present:	John Caldon, Managing Director Jennifer Norris, Assistant Managing Director

REGULAR ITEMS

Proposed Renewal of Agreement between the War Memorial and City Box Office for Herbst Theatre Box Office and Ticket Sales Services:

Chair Bechtle reported that in advance of the meeting, Committee members received a letter from Lauren McQuade, owner of City Box Office, proposing a three-year renewal of its agreement with the War Memorial to provide box office and ticket sales services for the Herbst Theatre. Chair Bechtle stated that the previous agreement with City Box Office expired in August 2020 and was not renewed at that time due to uncertainty stemming from Covid-related venue closures.

Chair Bechtle further stated that the agreement, if renewed, would continue to grant City Box Office the exclusive right to provide box office and ticket sales services to licensees of the Herbst Theatre with some limited exceptions. It is proposed that the Agreement provide that the War Memorial may, at its sole discretion, exercise options to extend the Agreement for additional periods of no less than one-year and no more than five-years, upon substantially the same terms and conditions set forth in the Agreement, subject to mutual agreement of the parties.

Chair Bechtle called on Lauren McQuade, President of City Box Office, to address the Committee on the proposed renewal.

Ms. McQuade stated that City Box Office is requesting a three-year contract renewal, beginning retroactively from September 1, 2021, through August 31, 2024. She stated that over the last eighteen (18) months, City Box Office has tried to be helpful by reaching out to regular Herbst Theater licensees and offering ticket services and marketing tools for free. To accommodate socially distanced ticket sales, City Box Office created a ticketing program for in-person events that allowed guests to select their own and then automatically removed the surrounding seats from sale.

Following discussion, on motion of Trustee Wilsey and seconded by President Horn, the following recommendation was unanimously adopted:

RECOMMENDED,	By the Presentors Liaison Committee of the War Memorial Board of Trustees to recommend to the full Board approval of a 3-year renewal of the Agreement between the War Memorial and City Box Office from September 1, 2021, through August 31, 2024, with substantially the same terms and conditions as set forth in the Agreement.
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Proposed Revision of Per Ticket Service Fees Charged to Ticket Buyers:

Chair Bechtle reported that Committee members also received from City Box Office a proposed revision of per ticket service fees for patrons buying tickets for performances in the Herbst Theatre. She noted that the proposed revised fee schedule creates additional fee tiers that preserve the per ticket fee at the lower price scale and increase the per ticket fee for higher priced tickets. Chari Bechtle noted that City Box Office is not proposing any changes to its Licensee Fees and Expenses.

Chair Bechtle called on Lauren McQuade, President of City Box Office, to address the Committee on the proposed revisions to its per ticket service fees.

Ms. McQuade stated that City Box Office is proposing a change to customer service charges, which she noted have not changed in 13 years. The new customer service fee charges are scaled proportional to the ticket price. Ms. McQuade noted that business costs have been increasing. She noted that passing on the additional cost to the ticket buyer, rather than the licensees, made sense as many arts organizations are still struggling financially.

Ms. McQuade stated that the average ticket price at the Herbst Theater ranges from \$40.00 – \$50.00 so the proposed service charge was based upon tickets in that price range. City Box Office understands that there are events with lower ticket prices and those audiences may only be able to attend based on the lower ticket price, so the service charges on ticket prices will remain unchanged. She noted these are not large increases and are consistent with industry standards.

Following discussion, and on motion of Trustee Wilsey and seconded by President Horn, the following recommendation was unanimously adopted:

RECOMMENDED, By the Presentors Liaison Committee of the War Memorial Board of Trustees to recommend to the full Board approval of City Box Office's proposed per ticket service fees.

- \$1.75 per ticket for tickets priced \$0.01-\$14.99.
- \$2.75 per ticket for tickets priced \$15.00-\$24.99.
- \$4.75 per ticket for tickets priced \$25.00-\$49.99.
- \$5.75 per ticket for tickets priced \$50.00-\$99.99.
- \$6.75 per ticket for tickets priced \$100.00-\$149.99.
- \$7.75 per ticket for tickets priced \$150.00-\$199.99.
- \$8.75 per ticket for tickets priced \$200.00 and up.
- In addition to the per-ticket service charge there will be a \$1.00 per order service fee.

Global Gourmet Catering Request for Food and Beverage Price Increases:

Chair Bechtle reported that Trustees received a letter from Global Gourmet Catering requesting consideration and approval to update the pricing of concessions items. Price increases were last approved by the Board in January 2020. Trustees also received a "Food and Beverage – Pricing" chart, which reflects the history of concessions pricing back to 2016, as well as Global Gourmet Catering's new proposed pricing.

Chair Bechtle invited Melissa Gartner, General Manager of Global Gourmet Catering, to present the request.

Ms. Gartner reported that Global Gourmet Catering is proposing a 10% price increase across the board on concession food and beverage items. She noted all pricing includes tax. Global Gourmet Catering has seen an increase in taxes, labor costs (minimum wage increases and staffing costs due to COVID safety measures), and costs of goods across the industry. She stated that the 10% increase across the board will accommodate these increased business expenses.

President Horn stated that he went to two performance of “Tosca” and reported that the food service was sensational. He stated the buffet is now staffed with servers who are serving to individual patrons, which he found to be more elegant and efficient than the previous self-service model. He stated his support of Global Gourmet’s price increase request.

Following discussion, and on motion of President Horn and seconded by Trustee Wilsey, the following recommendation was unanimously adopted:

RECOMMENDED, By the Presentors Liaison Committee of the War Memorial Board of Trustees to recommend to the full Board approval of Global Gourmet Catering’s proposed pricing increases.

PUBLIC COMMENT

Secretary Norris noted that Global Gourmet Catering has been a good partner while reopening and that Opera House patrons appear pleased these services continue to be provided during COVID. The current health order requires vaccination checks, which has made patrons feel more comfortable with food and beverage service.

Director Caldon reported that City Hall has not fully reopened to employees and that the deadline for all City employees to be vaccinated is November 1, 2021. War Memorial staff is working with Global Gourmet Catering to establish a timeline for reopening Café Valor with the return of City employees to the surrounding offices near the Performing Arts Center and will report back to the Presentors Liaison Committee.

ADJOURNMENT

There being no further business, Chair Bechtle adjourned the meeting at 1:46 p.m.

Jennifer E. Norris
Executive Secretary

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR BOARD MEETING

Thursday, September 9, 2021

The Board of Trustees of the War Memorial of San Francisco met remotely in regular session on Thursday, September 9, 2021, at 2:00 p.m., President Horn presiding.

ROLL CALL

Present: President Horn, Vice President Shultz, Trustee Bechtle, Trustee Gatti, Trustee Kopp, Trustee Lui, Trustee Moscone, Trustee Myatt, Trustee Pelosi, Trustee Wilsey, and Trustee Wright

Absent: None

Staff Present: John Caldon, Managing Director, and Jennifer Norris, Assistant Managing Director

PRESIDENT'S REPORT

President Horn reported on the passing of Trustee Wallace Levin, who had served two terms on the Board, first appointed by Mayor Edwin M. Lee and then reappointed by Mayor London N. Breed. Trustee Levin was a veteran of the Korean War, served for 17 years in the California National Guard and retired at the rank of Lieutenant Colonel. He was a third generation San Franciscan and very proud that his family had been in San Francisco for over 100 years. Trustee Levin was a San Francisco Reserve Police Officer for 25 years and a California licensed private investigator; he served on the Veterans Affairs Commission for three decades; and took great pride in coordinating the annual Memorial Day ceremony and Veterans Day parade. He was recently a member of the Korean War Memorial Foundation.

President Horn introduced Trustee Levin's successor on the Board, former California State Senator, former San Francisco Supervisor and former Superior Court Judge, Quentin L. Kopp. Judge Kopp is a distinguished veteran of the Korean War, an attorney, and is well known for his public service both in San Francisco and the state of California. Trustee Kopp thanked President Horn for his warm welcome.

President Horn noted that with the resumption of live performances by the San Francisco Opera in the War Memorial Opera House all War Memorial venues are now open. He said the Opera opened with a production of "Tosca" just as it opened for the first time in 1932 and again when it reopened following a seismic retrofit in 1997. On behalf of the Trustees, he congratulated the San Francisco Opera on a successful opening.

President Horn reported on the retirement of Ian Robertson, Director of the San Francisco Opera Chorus for 35 years. Ian Robertson established the San Francisco Opera Chorus, one of San Francisco's finest vocal ensembles. Under Mr. Robertson's leadership, the San Francisco Opera Chorus has participated in 342 productions. President Horn reminded everyone of the 1991 Academy Award winning documentary "In the Shadow of the Stars," which focused on the Opera chorus.

President Horn reported on adjustments to Committee assignments. He stated that the newly appointed Trustee Kopp has been added to the Veterans Committee and the Budget and Finance Committee and that Trustee Wright has been added to the Veterans Committee.

President Horn reported on the retirement of George Lucas of the Performing Arts Center Tours program and expressed his gratitude to Mr. Lucas for managing the tour program since its inception 40 years ago. George has been a reliable and joyful presence at the War Memorial welcoming visitors and sharing with them the history of these landmark venues. He proposed to the Board a resolution to commemorate Mr. Lucas' retirement.

RESOLUTION NO. 21-20

- Whereas,* GEORGE F. LUCAS is retiring from managing the Performing Arts Center Tours program of the San Francisco War Memorial and Performing Arts Center after four decades of committed service; and
- Whereas,* George has been an ambassador to visitors from all over the world, sharing his unique perspective on the beauty and importance of the War Memorial Opera House, Louise M. Davies Symphony Hall, and the Veterans Building; and
- Whereas,* George scheduled and managed over ten-thousand tours in his career, welcoming with his characteristic charm and warmth no fewer than one hundred-thousand visitors to the facilities, and
- Whereas,* George is a tireless champion of the work of all War Memorial licensees, including its resident companies, the San Francisco Ballet, San Francisco Opera and San Francisco Symphony; and
- Whereas,* George recruited, trained, and nurtured sixty dedicated and talented tour volunteers over the course of forty years; and
- Whereas,* George has managed the collection of tour fees, generating more than one-hundred fifty thousand dollars in revenue to benefit the resident companies and the War Memorial; and
- Whereas,* George has imparted his passion for, and knowledge of, the history and architecture of the buildings to numerous new employees, thereby preserving the story of the War Memorial for generations to come; and
- Whereas,* George has been a constant source of knowledge, kindness and joy to visitors, licensees, patrons, and staff alike; now Therefore Be It
- Resolved,* By the Board of Trustees of the War Memorial of San Francisco to hereby thank and commend GEORGE F. LUCAS for his outstanding and dedicated service to the San Francisco War Memorial and Performing Arts Center and to extend to him heartfelt best wishes in his new endeavors.

On invitation from President Horn, Mr. Lucas addressed Trustees, noting that operating the Performing Arts Center Tours program each week for the past 40 years was only possible due to the work of the many volunteers with whom he has had the pleasure of working. He spoke about his tailoring business in the City and said his time with the Symphony and Opera has been wonderful and that he feels at home at the War Memorial. He expressed his gratitude for the honor and thanked Trustees for the Resolution.

MANAGING DIRECTOR'S REPORT

Approval of Consent Agenda: Director Caldon stated that items submitted on the Consent Agenda included minutes of the July 8, 2021 Regular Meeting of the Board, and Rental Requests and Rental Refund Requests for September 9, 2021. He requested their approval. On motion of Trustee Schulz, seconded by Trustee Moscone, the following resolution was unanimously adopted:

RESOLUTION NO. 21-21

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the minutes of the July 8, 2021 Regular Meeting of the Board, and Rental Requests and Rental Refund Requests for September 9, 2021, are hereby approved.

Review of Stipulated Injunction between the City and Recology:

Director Caldon reported that on March 3, 2021, the City and the San Francisco Recology companies, which provide waste removal services throughout the City including at the War Memorial, entered into a settlement agreement resolving claims related to the San Francisco Recology companies regarding the over-collection of fees assessed to San Francisco residents and businesses from July 2017 through March 2021.

Director Caldon further stated that under the stipulated injunction Recology must operate under ethics related restrictions, which means that for a period of four years ending on June 30, 2025, San Francisco Recology companies are not allowed to make a gift of any value to City employees or officers, nor to make a payment of any value at the behest of a City employee or officer. He noted that departmental compliance will not be a problem, but reminded Trustees that they are all City officers and therefore may not solicit donations from any of the San Francisco Recology companies from now until June 30, 2025.

Trustee Kopp asked if there is a reason why the War Memorial has not yet received any reimbursements from the stipulated injunction. Director Caldon thanked Trustee Kopp for his question and informed him that the matter was being investigated. He noted that Donna D'Cruz, Director of Finance & Administration, is pursuing the matter on behalf of the department. Trustee Kopp requested that Director Caldon report on this matter at the next regular meeting.

Shuttered Venue Operators Grant:

Director Caldon reported that the War Memorial applied for and received \$2.3 million from the Shuttered Venue Operators Grant (SVOG) fund of President Biden's American Rescue Plan. These funds may be used for the War Memorial to purchase equipment and to execute targeted facilities maintenance and repairs.

Director Caldon noted that the success of the application was a result of staff teamwork and acknowledged the contributions of all staff, and in particular, Dave Salem, War Memorial Accountant, for championing the effort and navigating the byzantine government web portal to submit the application.

Staffing Update:

Director Caldon noted that the War Memorial is extremely understaffed. Presently, the department is moving forward with hiring 12 positions, which represents nearly 20% of the overall full-time employees. He reported the focus of the next year will be rebuilding War Memorial staff and training newly hired employees.

Update on Pamela Rosenberg Bas Relief:

Director Caldon noted that the bas relief of former Opera General Director Pamela Rosenberg, which the Opera requested, and the Board discussed and approved over the course of several meetings, has been successfully installed in the Main Lobby of the War Memorial Opera House.

SECRETARY'S REPORT

Revenue, Appropriations, and Housekeeping Expenditures: Assistant Managing Director Jennifer Norris requested approval of the Revenue, Appropriations and Housekeeping Expenditures Reports for July and August 2021. On motion of Trustee Pelosi, seconded by Trustee Moscone, the following resolution was unanimously adopted:

RESOLUTION NO. 21-22

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the July and August 2021, Revenue, Appropriations and Housekeeping Expenditures Reports are hereby approved.

Opera House Seat Replacement Project Update: Ms. Norris reported that the Opera House seating project has reached substantial completion. There remain a few outstanding items to be addressed in the coming months, including completion of cupholder installation in the Grand Tier, adjusting accessible seating in Dress Circle, and providing lighting for the new wheelchair seat platforms on Orchestra Level.

COMMITTEE REPORT

Presentors Liaison Committee: President Horn reported that the Presentors Liaison Committee met with City Box Office earlier today and asked Trustee Bechtle, Chair of the Presentors Liaison Committee, to report.

Trustee Bechtle reported that the Committee heard from City Box Office regarding its request to renew its agreement. The previous agreement expired in August 2020 and was not renewed at the time due to uncertainty stemming from COVID related venue closures. The agreement grants City Box Office the exclusive right to provide box office and ticket sales services to licensees of the Herbst Theatre, with some limited exceptions.

Trustee Bechtle reported that following discussion, the Committee voted unanimously to recommend approval of the renewal of the Agreement with City Box Office for the provision of Herbst Theatre Box Office and Ticket Sales Services.

On motion of Trustee Bechtle, seconded by Trustee Wright, the following resolution was unanimously adopted:

RESOLUTION NO. 21-23

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby adopts the report and recommendation of its Presentors Liaison Committee and approves the renewal of the Agreement with City Box Office for the provision of Herbst Theatre Box Office and Ticket Sales Services for a three-year term from September 1, 2021 to August 31, 2024, with substantially the same terms and conditions as set forth in the Agreement.

Trustee Bechtle noted that the Presentors' Liaison Committee also reviewed City Box Office's proposed revision of per ticket service fees for patrons buying tickets for performances in the Herbst Theatre. The changes to the fee schedule apply only to the per ticket patron service fee. The proposed schedule creates additional fee tiers that preserve the per ticket fee at the lower price sale and increase the per ticket fee charged on higher priced tickets.

On motion of Trustee Bechtle, seconded by Trustee Lui, the following resolution was unanimously adopted:

RESOLUTION NO. 21-24

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby adopts the report and recommendation of its Presentors Liaison Committee and approves City Box Office's proposed fee schedule.

Trustee Bechtle reported the final item on the Presentors Liaison Committee's agenda was a proposal from Global Gourmet Catering to increase its pricing for concessions items. She noted that pricing increases were last approved by the Board in January 2020.

Trustee Kopp asked how the requested increase in pricing related to the increase in the Consumer Price Index (CPI). President Horn asked Melissa Gartner, General Manager for Global Gourmet Catering, to respond. Ms. Gartner indicated there was a 10% increase across the board for concession items, which is in line with Global Gourmet Catering's expenses. Trustee Kopp responded that this was more than the increase in the CPI and asked if there were any other factors influencing the increase. Garo Eldemir, Director of Concessions for Global Gourmet Catering, responded there were increases in labor due to pandemic safety protocols and an increase in San Francisco's sales tax.

Director Caldon confirmed that the 5.4% increase in the CPI for 2020-21, combined with the increase in sales tax and increased labor expenses that are directly related to COVID, justifies the 10% increase. Following discussion, on motion of Trustee Lui and seconded by Trustee Pelosi, the following resolution was unanimously adopted:

RESOLUTION NO. 21-25

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Global Gourmet Catering's updated pricing schedule is hereby approved.

REGULAR ITEMS

San Francisco Opera request: President Horn reported that in advance of today's meeting, Trustees received a request and presentation from the San Francisco Opera's Diversity, Equity and Community department to install artwork in the Main Lobby of the War Memorial Opera House in association with the Opera's performances of "Fidelio." President Horn invited Charles "Chip" McNeal and Ryan Marchand from the San Francisco Opera's Diversity, Equity and Community Department to present their request.

Mr. McNeal, Director of Diversity, Equity and Community, thanked Director Caldon and Assistant Managing Director Norris for working collaboratively with him. Mr. McNeal explained that to support the theme of "Fidelio," the Opera proposes to cultivate a special art exhibit with art made by people incarcerated in San Quentin State Prison. Ryan Marchand, Community Engagement Manager, explained that the Opera proposes to construct and install a three-sided wall to surround the marble table in the Main Lobby on which to display the art.

Trustee Lui stated it was a fantastic idea and proposed trying to bring this project to additional districts like the Mission and Chinatown. Trustee Wright noted she thought it was a brilliant idea and a way to connect art to reality and our past to today. Trustee Gatti said that on an artistic level the proposal is wonderful because the new production is contemporary and the idea that we are adding to that is terrific.

Following discussion, on motion of Trustee Wright and seconded by Trustee Lui, the following resolution was unanimously adopted:

RESOLUTION NO. 21-26

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that San Francisco Opera's request to install a temporary exhibit in the Opera House Main Lobby featuring artwork created by persons incarcerated at San Quentin State Prison during performances of "Fidelio," with precise placement to be approved by War Memorial staff, is hereby approved.

San Francisco Ballet request: President Horn stated Trustees received a letter of request from the San Francisco Ballet to install an exhibit to honor Artistic Director and Principal Choreographer Helgi Tomasson, who will be concluding his 37-year tenure with the Ballet, in the Grand Tier and Dress Circle lobbies of the War Memorial Opera House. The exhibit, to be curated in collaboration with the Museum of Performance and Design, will remain in place throughout the Ballet's 2021-22 season.

Following discussion, on motion of Trustee Pelosi and seconded by Trustee Moscone, the following resolution was unanimously adopted:

RESOLUTION NO. 21-26

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it approves in concept an exhibit of photography and ephemera from the career of the San Francisco Ballet's Artistic Director and Principal Choreographer Helgi Tomasson to be developed by the Museum of Performance and Design with the stipulation that the curators return to the Trustees for final approval of exhibit details and placement.

San Francisco Fleet Week request: President Horn reported that Trustees received a letter of request from the San Francisco Fleet Week Committee requesting a waiver of rental fees for its "Honor the Fallen Concert" at the Herbst Theatre on October 6, 2021. President Horn noted that the concert is typically held at the Marines Memorial Theater, but that the venue currently remains closed to the public due to the COVID-19 pandemic.

President Horn noted that a rental waiver for a patriotic purpose is consistent with the mission of the San Francisco War Memorial and that this request is for a concert that is part Fleet Week, which is a long-standing civic celebration in the City. The concert will feature performances by the 1st Marine Division band and attendees are admitted free of charge.

Trustee Myatt stated that due to his position as a member of the Board of Directors of the San Francisco Fleet Week he would abstain from voting on this item.

Following discussion, on motion of Trustee Pelosi and seconded by Trustee Lui, the following resolution was unanimously adopted with Trustee Myatt abstaining:

RESOLUTION NO. 21-27

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it approves the request of the San Francisco Fleet Week to waive rental fees for its "Honor the Fallen Concert" at the Herbst Theatre.

GOOD AND WELFARE

Trustee Shultz mentioned an interview with the Chronicle about the new seats in the War Memorial Opera House and commended Assistant Managing Director Jennifer Norris for the elegant way in which she presented how the seats would accommodate people of all shapes and sizes. Trustee Shultz thanked Jennifer Norris and the Board for the great success of the War Memorial Opera House Seat Replacement Project.

PUBLIC COMMENT

President Horn opened public comment by noting that public comment is an opportunity for members of the public to address Trustees on items within the subject matter jurisdiction of the Board but not on the agenda.

President Horn stated that during the COVID-19 health emergency while Trustees are meeting remotely, members of the public may address the Board by emailing their public comment to WarMemorialBoard@sfgov.org or by leaving public comment as a voicemail at 415-554-6308 in advance of Board meetings. President Horn also invited the public to leave additional public comment until 12:00 p.m. on War Memorial Board meeting day.

Trustees encourage the public to provide their comments and feedback by email or voicemail. It should be noted that no public comment was received either prior to the meeting or in the subsequent week.

ADJOURNMENT

There being no further business to come before the Board, President Horn adjourned the meeting at 3:00 pm in memory of Trustee Wallace Levin.

Jennifer E. Norris
Executive Secretary

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