

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR BOARD MEETING
Thursday, November 13, 2025

The Board of Trustees of the War Memorial of San Francisco met in regular session on Thursday, November 13, 2025, at 2:00 p.m., in the Trustees' Board Room, War Memorial Opera House, President Wilsey presiding.

ROLL CALL

Present: President Wilsey, Vice President Horn, Trustee Gatti, Trustee Kopp, Trustee Muduroglu, Trustee Pelosi (*arrived 2:10pm*), Trustee Newstat and Trustee Wright

Absent: Trustee Lam, Trustee Makras, and Trustee Rocco

Staff Present: Kate Sofis, Managing Director and Rob Levin, Assistant Managing Director

Assistant Managing Director Rob Levin made an opening announcement related to remote public comment. He stated that remote public comment, except as necessary for disability accommodations, has been discontinued. He 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. He 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 Muduroglu, the following resolution was unanimously adopted:

RESOLUTION NO. 25-24

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco, the minutes of the Regular meeting of October 9, 2025, are hereby approved.

PRESIDENT'S REPORT

President Wilsey reported on San Francisco Opera's premiere of *The Monkey King* beginning November 14 and running through November 30, 2025.

MANAGING DIRECTOR'S REPORT

Managing Director Kate Sofis commended the Symphony on the *Dia de los Muertos* event held at Davies Hall. She also reported on the Queens of the Stone Age concert that was held at Davies and thanked the Symphony and staff on the successful event. She also remarked on the completion of the replacement of the cooling towers at Davies and the installation of the new chillers at the Opera House.

ASSISTANT MANAGING DIRECTOR'S REPORT

Assistant Managing Director Rob Levin reported on a holiday light installation that the War Memorial team is working on with the Chief of Protocol for the holidays, which should be up and running by November 28.

REGULAR ITEMS

Fee Waiver Request for ALWMC: President Wilsey stated that the Board received a request from the American Legion War Memorial Commission for a fee waiver for an event sponsored by the Mensch International Foundation that was to be held on September 2, 2025, in the Herbst Theatre. She noted that Trustees also received a staff memo regarding this event. She invited the Chair of the American Legion War Memorial Commission Mario Benfield to present the fee waiver request. The Board agreed that it was fair to refund the amount of the rental deposit after subtracting the approximate cost of the staff time, due to the late cancellation and amount of time incurred for staff to plan and cancel the event.

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

RESOLUTION NO. 25-25

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco, the fee waiver requested by the American Legion War Memorial Commission for the event scheduled for September 2, 2025, is hereby approved in the amount of \$395.

Letter to Commission Streamlining Task Force. President Wilsey stated that at October's meeting the Board briefly discussed the Commission Streamlining Task Force's recommendations regarding the War Memorial Board of Trustees. Based on those recommendations, Vice President Horn directed staff to compose a letter of appeal and reconsideration to submit to the Task Force. She noted that the draft letter was circulated to the Board before the meeting and she incorporated Trustee feedback into the draft letter, which was the version before the Board. She also mentioned that the Commission Streamlining Task Force will hold a meeting on December 3 at 1pm to review its draft report. The Trustees then reviewed the letter and agreed on some revisions suggested by Trustee Kopp and Trustee Wright.

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

RESOLUTION NO. 25-26

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco, that it hereby approves the draft letter, as amended, to the Commission Streamlining Task Force and directs staff to submit the letter on behalf of the full Board of Trustees.

Proposed Gift for The Green Room. President Wilsey and Vice President Horn recused themselves from the room for the next agenda item, pursuant to the City's Campaign and Governmental Conduct Code section 3.209. Director Levin presented the agenda item and explained that the San Francisco Performing Arts Center Foundation has offered to fully pay for and gift to the Department a replacement sound system for The Green Room, at a cost of \$170k. The Board agreed that this was a much-needed improvement to the space.

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

RESOLUTION NO. 25-27

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco, acceptance of the gift of a replacement sound system for The Green Room by the San Francisco Performing Arts Center Foundation, is hereby approved.

President Wilsey and Vice President Horn returned to the Board room.

Presentation by War Memorial Engineering Regarding Construction of Opera House Mansard Roof.

President Wilsey invited War Memorial Building and Grounds Supervisor, Kevin Kelly, to present to the Board on current engineering projects at the War Memorial. Mr. Kelly briefly highlighted the completion of the cooling tower replacement at Davies and the installation of the chillers at the Opera House, which are set to be completed at the end of November. He gave an overview of the Opera House mansard roof replacement project, which should begin in March 2026, under the contractor Pioneer Mechanical. Director Sofis noted that the project will hopefully also include repairs to some of the non-mansard roof sections, to mitigate additional leaks. Director Sofis also noted that the War Memorial is entering into long-range capital planning with the Opera and the Ballet moving forward. Mr. Kelly thanked the administrative team and staff for their support on these construction projects.

MISCELLANEOUS CORRESPONDENCE

None.

GOOD AND WELFARE

Vice President Horn thanked Trustee Muduroglu for being at the meeting on her birthday. Trustee Wright commended the Managing Director and the marketing team for their work. There being no additional good and welfare, President Wilsey closed good and welfare.

PUBLIC COMMENT

There being no public comment, President Wilsey closed public comment.

ADJOURNMENT

There being no further business, President Wilsey adjourned the meeting at 2:57 p.m.



Francesca Cicero
Board Secretary