

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR BOARD MEETING

Thursday, July 12, 2018

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, July 12, 2018, in the Trustees' Board Room, War Memorial Opera House, President Bechtle presiding.

ROLL CALL

Present: President Bechtle, Vice President Walker, Trustee Davis, Trustee Horn, Trustee Levin, Trustee Lui, Trustee Myatt, Trustee Pelosi, and Trustee Shultz

Absent: Trustee Moscone, Trustee Wilsey

Staff Present: Elizabeth Murray, Managing Director, and Jennifer Norris, Assistant Managing Director

APPROVAL OF MINUTES

President Bechtle called for approval of the minutes of the June 14, 2018 regular meeting of the Board. On motion of Trustee Shultz and seconded by Trustee Horn, the minutes were unanimously approved.

PRESIDENT'S REPORT

Mayor London Breed: President Bechtle stated that on Wednesday, July 11, 2018, our new Mayor London Breed was inaugurated in an inspiring ceremony. She asked that a letter be sent from the War Memorial Board of Trustees to Mayor Breed expressing congratulations and best wishes on her inauguration and extending the Board's full support and enthusiasm to her and her administration.

Opera's RING Festival: President Bechtle stated that the San Francisco Opera closed its 3-cycle presentation of THE RING on July 1. She said the Opera is to be praised for this wonderful presentation which received rave reviews from press and attendees. On behalf of the Board, President Bechtle extended congratulations to the Opera on this significant success.

MANAGING DIRECTOR'S REPORT

Rental Requests: Ms. Murray stated that rental requests mailed to Trustees are routine and requested their approval. On motion of Trustee Shultz, seconded by Trustee Lui, the following resolution was unanimously adopted:

RESOLUTION NO. 18-27

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the July 12, 2018 rental requests are hereby approved:

Transition of Food and Beverage Services: Ms. Murray stated that during the last month, staff has continued working with Global Gourmet Catering on their transition to the War Memorial's food and beverage concession services provider effective August 1, 2018. Ms. Murray said that the War Memorial and Global Gourmet have exchanged drafts of contractual documents and are close to confirming the final agreement. She stated that on July 11, Global Gourmet and Unite Here Local 2 signed an agreement regarding retention of Local 2 employees.

She noted that the War Memorial and Global Gourmet continue to work on the transfer of liquor licenses, inventory evaluation and scheduling in preparation for the August 1 turnover.

SECRETARY'S REPORT

Revenue, Appropriations and Housekeeping Expenditures Reports for June 2018: Ms. Norris stated that Revenue, Appropriations and Housekeeping Expenditures reports for June 2018 have been distributed to Trustees, and she requested approval of June 2018 housekeeping expenditures as submitted.

On motion of Vice President Walker, seconded by Trustee Shultz, the following resolution was unanimously adopted:

RESOLUTION NO. 18-28

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. PO190259 through PO195540 are hereby approved.

COMMITTEE REPORTS

Presentors Liaison Committee:

San Francisco Symphony request to replace Davies Symphony Hall lobby furnishings:

Trustee Horn, Chair of the Presentors Liaison Committee, reported that the Committee met earlier today to consider two requests from the San Francisco Symphony concerning the proposed replacement of Davies Symphony Hall lobby furnishings. By way of background, President Horn stated that most of the current lobby furnishings, which are owned by the Symphony, are over 30 years old and are in need up upgrading. He added that earlier this year, the San Francisco Performing Arts Center Foundation committed up to \$200,000 to share in the Symphony's cost of replacing lobby furnishings. Trustee Horn stated that the Committee heard from Symphony representatives on the Symphony's proposed designs of replacement furnishings, the project's preliminary cost estimates, and the project's targeted schedule.

Trustee Horn stated that following discussion, the Presentors Liaison Committee voted unanimously to recommend approval of the Symphony's requests.

Following discussion, and on motion of Trustee Horn and seconded by Trustee Shultz, the following resolutions were unanimously adopted:

RESOLUTION NO. 18-29

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 San Francisco Symphony's proposed furniture line selections for Davies Symphony Hall non-café lobby furnishings subject to the Symphony returning to the Committee with proposals for furniture colors, fabrics, textures and layout.

RESOLUTION NO. 18-30

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 Symphony's proposal to use \$65,000 from the Symphony Facility Enhancement Fee Fund for design fees related to replacement of Davies Symphony Hall lobby furnishings.

Global Gourmet Concession Menus and Pricing:

Trustee Horn stated that the Presentors Liaison Committee reviewed proposals submitted by Global Gourmet Catering for café and concessions menus and pricing in the War Memorial buildings effective August 1, 2018. He reported that following a presentation by Garo Eldemir, Global Gourmet Senior Venue Manager and

Beverage Director, and questions and answers, the Committee voted unanimously to recommend approval of the menus and pricing submitted by Global Gourmet.

Following discussion, and on motion of Trustee Horn and seconded by Trustee Shultz, the following resolution was unanimously adopted.

RESOLUTION NO. 18-31

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 Global Gourmet's proposals for café and concessions menus and pricing in the War Memorial buildings effective August 1, 2018.

REGULAR ITEMS

Renewal of Agreement between War Memorial Board of Trustees and American Legion War Memorial Commission effective January 1, 2019:

President Bechtle stated that the current agreement between the War Memorial Board of Trustees and the American War Memorial Commission concerning an annual sum to be paid to the Legion by the Trustees is due to expire on December 31, 2018. President Bechtle referred the matter of renewal of the agreement to the Veterans Committee and asked the committee to meet and report back to the board with recommendations at the September or October board meeting.

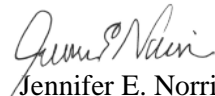
GOOD AND WELFARE

Trustee Myatt stated that the World War I Armistice Commemoration Committee continues to develop exhibit and event activities related to the Armistice centennial. He said that on Saturday, August 25, 2018 between 10:00 a.m. and 12:00 p.m., there will be an event to clean up the Gold Star Mother's WW1 memorial stone in Golden Gate Park. He also said that on Armistice Day on November 11, there will be a reception and presentation in the Veterans Building Green Room from 3-5:00 p.m.

Trustee Levin stated that the traditional Veterans Day parade will take place on Sunday, November 11, 2018 from 11:00 a.m. to 1:00 p.m.

ADJOURNMENT

There being no further business to come before the Board, President Bechtle adjourned the meeting at 2:20 p.m.


Jennifer E. Norris
Executive Secretary