

MINUTES
WAR MEMORIAL BOARD OF TRUSTEES
REGULAR BOARD MEETING
Thursday, December 12, 2019

The Board of Trustees of the War Memorial of San Francisco met in regular session at 2:00 p.m. on Thursday, December 12, 2019, in the Trustees' Board Room, War Memorial Opera House, President Bechtle presiding.

ROLL CALL

Present: President Bechtle, Vice President Horn, Trustee Gatti, Trustee Levin, Trustee Myatt, Trustee Shultz and Trustee Wilsey

Absent: Trustee Davis, Trustee Lui, Trustee Moscone and Trustee Pelosi

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

APPROVAL OF MINUTES

President Bechtle called for approval of the minutes of the November 14, 2019 regular meeting of the Board. On motion of Trustee Shultz and seconded by Trustee Wilsey, the minutes were unanimously approved.

PRESIDENT'S REPORT

San Francisco Opera – New Music Director: President Bechtle reported that on December 5, the San Francisco Opera announced that Eun Sun Kim had been appointed the Caroline H. Hume Music Director for the company, which will take effect on August 1, 2021. Ms. Kim will become the fourth music director in the history of San Francisco Opera, leading the orchestra, chorus and music staff, and working with General Director Matthew Shilvock and other members of the company on repertoire and casting. President Bechtle stated that Ms. Kim made her debut with the San Francisco Opera conducting *Rusalka* last June, and more recently conducted the Adler Fellows in their final concert of the year at the Herbst Theatre. President Bechtle said that on behalf of the Board of Trustees she would like to welcome Ms. Kim to San Francisco and extend to her the Board's full support.

San Francisco Ballet – 75th Anniversary of Nutcracker: President Bechtle reported that this year marks the 75th anniversary of San Francisco Ballet's *Nutcracker*. On Christmas Eve, 1944, the San Francisco Ballet presented America's first full-length *Nutcracker* at the War Memorial Opera House, before making presentations in Oakland, Sacramento, and Stockton—giving California the country's first experience of the *Nutcracker*. Since then *Nutcracker* has become a multi-generational family tradition. President Bechtle said that on behalf of the Board of Trustees, she would like to congratulate the San Francisco Ballet on its remarkable achievement, and to wish them all the best on this exciting anniversary.

President Bechtle stated that on Sunday, December 8, 2019, San Francisco Symphony Conductor Michael Tilson Thomas was honored at the 42nd Annual Kennedy Center Honors awards presentation.

MANAGING DIRECTOR'S REPORT

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

RESOLUTION NO. 19-42

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the December 12, 2019 rental requests are hereby approved.

Additional Rental Requests: Mr. Caldon stated that additional rental requests distributed to Trustees today are routine and requested their approval. On motion of Trustee Myatt and seconded by Vice President Horn, the following resolution was unanimously adopted:

RESOLUTION NO. 19-43

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the December 12, 2019 additional rental requests are hereby approved.

SECRETARY'S REPORT

Revenue, Appropriations and Housekeeping Expenditures Reports for November 2019: Ms. Norris stated that Revenue, Appropriations and Housekeeping Expenditures reports for November 2019 have been distributed to Trustees, and she requested approval of November 2019 housekeeping expenditures as submitted. On motion of Trustee Shultz and seconded by Trustee Wilsey, the following resolution was unanimously adopted:

RESOLUTION NO. 19-44

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. PO371552 through PO378474 are hereby approved.

Implicit Bias Training: Ms. Norris noted the requirement that all Trustees complete Implicit Bias training no later than December 31, 2019. She commended those Trustees who have already completed the training and offered assistance to those who have not yet done so. Ms. Norris also noted that 2019 is a compliance year for Harassment Prevention Training, which is required by the State of California to be completed every two years. She reported that the City's Department of Human Resources was still putting the training in place, but that Trustees should be ready to complete it as soon as it becomes available, as the turn around time is anticipated to be faster than usual.

REGULAR ITEMS

War Memorial Departmental Budget for Fiscal Years 2020-21 and 2021-22: President Bechtle stated that City department budget requests for the next two fiscal years must be submitted to the Controller and Mayor on a date in mid to late February 2020 yet to be announced. To meet this deadline, the Board must consider and approve the War Memorial's proposed budgets for Fiscal Years 2020-21 and 2021-22 at the February meeting. President Bechtle referred this matter to the Budget and Finance Committee, and asked the Committee to meet to consider and adopt recommendations in advance of the Board's February meeting.

Election of Officers for Calendar Year 2020: President Bechtle opened the floor to nominations for the offices of President and Vice President of the War Memorial Board of Trustees for calendar year 2020.

Trustee Wilsey nominated Thomas E. Horn for the office of President, and Trustee Myatt nominated Charlotte M. Shultz for the office of Vice President. The nominations were seconded by Trustee Myatt and Trustee Gatti respectively, and the following resolution was unanimously adopted:

RESOLUTION NO. 19-45

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that nominations for the offices of President and Vice President of the Board of Trustees for 2020 are hereby closed; and further,

RESOLVED, That the Board unanimously elects Thomas E. Horn as President and Charlotte M. Shultz as Vice President for calendar year 2020.

Outgoing War Memorial Board of Trustees President Nancy Bechtle thanked the Trustees and stated that it has been an honor to serve and have a leadership position on the War Memorial Board of Trustees.

GOOD AND WELFARE

Trustee Shultz suggested that today's meeting be adjourned in honor of outgoing War Memorial Board of Trustees President Nancy H. Bechtle.

Trustee Myatt stated that the Veterans Commemoration Committee will meet next month to work on its proposed directional signage for the Veterans Building's second floor, and to discuss ways to commemorate World War II with a similar exhibit to that previously displayed to commemorate World War I. Trustee Myatt further stated his desire to have the POW/MIA flag flown on the Veterans Building year round.

PUBLIC COMMENT

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

ADJOURNMENT

There being no further business to come before the Board, incoming President Thomas Horn adjourned the meeting in honor of the service of Nancy Bechtle, President of the War Memorial Board of Trustees, at 2:30 p.m.



Jennifer E. Norris
Executive Secretary