

SAN FRANCISCO WAR MEMORIAL AND PERFORMING ARTS CENTER

RENTAL REQUESTS: February 15, 2018

HERBST THEATRE

San Francisco Chamber of Commerce Mayoral Candidate Forum	March 1, 2018	\$1,250.00
Center for Asian American Media CAAM Fest: Aunt Lily's Flowerbook & Reception	May 24, 2018	\$1,475.00
San Francisco Opera Annual Meeting & Reception	April 11, 2018	\$1,475.00
Independence High School Graduation Ceremony	June 4, 2018	\$700.00
Swords to Plowshares Concert	June 18 & 19, 2018	\$2,250.00
San Francisco Opera Guild Summer Conservatory Performance	July 27, 2018	\$1,250.00*
San Francisco Civic Music Association Concert	July 28, 2018	\$1,250.00*
Asian American Foundation Miss Asian America Pageant	August 3 & 4, 2018	\$2,250.00*
UCSF School of Medicine White Coat Ceremony	August 10, 2018	\$700.00*
Richmond/Ermet AIDS Foundation Help is on the Way 2018	August 18 & 19, 2018	\$2,250.00*

WILSEY CENTER FOR OPERA

Chanticleer Rehearsals	February 16, 2018	\$225.00
San Francisco Opera Executive Committee Meetings	February 15, 2018	\$1,025.00
Opera in and Hour Festival	March 10, 2018	\$225.00
Board Retreat	March 14, 2018	\$1,025.00
Medallion Society Meeting	March 21, 2018	\$225.00

*Based on current rental rates as rates for FY 2018-19 are not yet set

San Francisco War Memorial
FY 2017-18 Revenue Report - January 31, 2018

REF.		JAN REVENUE	YEAR TO DATE	LAST YEAR TO DATE
	FACILITY RENTAL			
35511	Opera House	\$ 23,125.00	\$ 489,976.45	\$ 464,151.00
35512	Green Room	17,325.00	276,148.44	218,525.00
35521	Herbst Theatre	9,525.00	298,575.00	244,131.49
35531	Davies Symphony Hall	19,800.00	534,673.23	546,678.65
35542	Wilsey Center	6,050.00	107,235.00	43,036.00
62891	Zellerbach Rehearsal Hall	4,191.60	174,286.60	185,905.00
	OFFICE RENTAL			
35519	San Francisco Opera (OH)	-	89,213.88	101,958.72
35519	San Francisco Ballet (OH)	-	12,356.75	12,356.75
35539	San Francisco Symphony (DSH)	13,519.20	94,634.40	94,634.40
35540	Veterans Bldg. Office Rent (SFO)	-	236,694.43	270,507.92
35540	Veterans Building Occupancy Fees	-	1,896.66	5,057.76
	FOOD/BEVERAGE CONCESSIONS			
35611	Opera House	87,339.03	243,264.55	194,995.47
35611	Herbst Theatre	4,368.57	59,215.49	15,809.17
35631	Davies Symphony Hall	36,607.01	141,837.06	102,041.08
	PROGRAM CONCESSIONS			
35612	Opera House	4,247.50	6,382.56	1,137.29
35612	Herbst Theatre	136.01	3,285.96	3,872.93
35632	Davies Symphony Hall	161.52	3,808.68	5,721.77
	OTHER			
35232	Parking Fees	2,731.55	24,319.15	24,369.70
62899	Miscellaneous Revenue	15,605.67	150,846.01	75,911.74
GROSS REVENUE		\$ 244,732.66	\$ 2,948,650.30	\$ 2,610,801.84
	Less 15% War Memorial Reserve	(36,709.89)	(442,297.50)	(391,327.07)
	Payment to War Memorial Commission	(3,216.00)	(20,790.00)	(19,537.00)
NET REVENUE		\$ 204,806.77	\$ 2,485,562.80	\$ 2,199,937.77
	OTHER FUNDS			
35614	Concessions Equipment Replacement	\$ 7,834.01	\$ 24,515.15	\$ 18,845.37

San Francisco War Memorial
FY 2017-2018 Appropriations Report - December 31, 2017

OBJ	DESCRIPTION	REVISED APPROPRIATION	YTD ENCUMBERED & EXPENDED	BALANCE	LAST YEAR ENCUMBERED & EXPENDED
00101	Permanent Salaries	\$ 5,624,374	\$ 3,379,919	\$ 2,244,455	\$ 2,964,215
00501	Temporary Salaries	477,368	-	477,368	-
00901	Premium Pay	130,180	60,752	69,428	53,280
01000	One-Time Salaries Payments	-	9,016	(9,016)	7,575
01101	Overtime	126,464	135,373	(8,909)	100,561
01201	Holiday	87,786	65,309	22,477	56,521
01371	Mandatory Fringe Benefits	2,987,271	1,638,811	1,348,460	1,420,665
02102	Non-Air Travel Vendors	-	40	(40)	80
02103	Air Travel	3,786	591	3,195	480
02105	Non-Air Travel Employees	9,560	3,071	6,489	1,170
02200	Training	8,150	4,694	3,456	4,953
02301	Auto Mileage	100	-	100	-
02401	Membership Dues	2,225	1,189	1,036	940
02702	Engineering Services	-	1,280	(1,280)	-
02761	Systems Consulting	66,246	53,784	12,462	11,565
02799	Other Professional	9,500	2	9,498	-
02800	Building Maintenance Services	918,979	832,162	86,817	677,360
02900	Equipment Maintenance Services	50,780	19,395	31,385	26,114
03100	Equipment Lease/Rental	16,760	21,786	(5,026)	7,816
03500	Other Current Expenses	33,646	14,179	19,467	15,217
04000	Materials & Supplies	315,944	172,735	143,209	243,665
05211	Taxes	63,941	63,951	(10)	62,076
552115	Sales Tax	-	17,471	(17,471)	-
05221	Licenses and Permits	16,050	1,569	14,481	7,290
06000	Equipment	-	-	-	20,250
581051	GF-PUC-Light & Power	878,550	243,609	634,941	776,225
581063	PUC-Sewer Service	138,223	51,915	86,308	109,830
581064	PUC - Water	108,230	42,854	65,376	91,003
581140	IS-TIS-ISD Service	121,800	-	121,800	-
581210	IS-TIS-ISD Service Infrastructure	166,150	-	166,150	117,498
581270	City Attorneys Legal Svc	100,000	-	100,000	100,000
581325	Enterprise Agreement	4,521	-	4,521	1,109
581360	GF-TIS-Telephone	39,914	-	39,914	34,020
581410	GF-GSA-Facilities	3,466,030	-	3,466,030	3,436,975
581450	GF-HR-MGMT Training	1,080	-	1,080	1,080
581460	GF-HR-Workers' Compensation	59,859	16,782	43,077	101,533
581570	GF-CHS Medical Service	19,185	4,645	14,540	18,688
581580	GF-CHS-Toxic Waste	6,295	(799)	7,094	8,180
581820	IS-PURCH-Reproduction	8,500	-	8,500	8,500
581880	GF-Rec & Park Gardener	142,489	38,955	103,534	142,489
08600	Exp Recovery	(229,095)	(229,095)	-	(228,585)
	TOTAL OPERATING	\$ 15,980,842	\$ 6,665,945	\$ 9,314,897	\$ 10,400,338
067AAP	Facilities Maintenance	\$ 804,731	\$ 222,329	\$ 582,402	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	\$ 29,968,342	\$ 9,824,756	\$ 20,143,586	
	War Memorial Reserve	\$ 2,363,137	\$ 412,944	\$ 1,950,192	NA
	Concessions Equip. Repl. Fund	\$ 100,817	\$ -	\$ 100,817	NA

San Francisco War Memorial
FY 2017-18 Housekeeping Expenditures - January 31, 2018

Number	Description	Amount	Fund Source
<u>(1) PURCHASE ORDER</u>			
PO1369922	BBI Engineering	4,469.56	
PO137419	Omega Pacific Electrical Supply	1,625.96	
PO137427	Holzmueller Corp.	248.00	
PO137581	JCX Expendables	819.70	
PO137591	Musson Theatrical	2,314.00	
PO137596	Maltby Electric Supply Co.	835.86	
PO140401	Grainger	2,084.60	
PO140407	Van Deusen & Associates	9,840.00	
PO140419	Van Deusen & Associates	17,875.00	
PO140920	Hartford Cordage & Twine Co.	5,387.00	
PO141306	Maltby Electric Supply Co.	1,472.22	
PO141311	United California Glass & Door	5,903.00	
PO141323	Grainger	2,964.10	
PO141348	BBI Engineering	3,053.48	
PO141597	Siemens Industry Inc.	3,491.14	
PO141609	Regency Lighting	333.00	
PO141614	Pace Supply Corp.	322.40	
PO142102	RMI Mechanical Contractor Inc.	1,614.00	
PO142108	Golden State Carpet Service Inc.	4,824.00	
PO142143	Wells Technology Inc.	23,569.78	
PO142172	BBI Engineering	1,823.30	
PO142689	Xtech	24,820.00	
PO143542	Holzmueller Corp.	188.00	
PO144487	Bearing Agencies, Inc.	94.80	
PO144677	Regency Lighting	154.80	
PO144696	JCX Expendables	1,064.40	
PO144730	Pribuss Engineering Inc.	520.00	
PO144735	BBI Engineering	183.60	
PO144748	Grainger	2,648.55	
PO144953	Grainger	2,493.65	
PO147325	United California Glass & Door	730.00	
PO147330	Priority Architectural Graphics	254.50	
PO147354	John B. Logvy Mfg. Co. Inc.	1,750.00	

(2) INTERDEPARTMENT WORK ORDER

(3) JOURNAL ENTRIES



Michael Tilson Thomas
Music Director

Sakurako Fisher
President

Herbert Blomstedt
Conductor Laureate

Mark C. Hanson
Executive Director

February 8, 2018

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

Dear Beth,

The San Francisco Symphony requests approval to install an exhibit entitled "Ravel in America" in the First Tier Lobby of Davies Symphony Hall, April 4-May 13, 2018. The exhibit supports the Symphony's initiative of providing patrons with background and context to the Symphony's programming.

"Ravel in America" explores the life and music of Maurice Ravel, focusing on his North American Tour and celebrating the 90th anniversary of his 1928 performance with the San Francisco Symphony. Through pictures, words, art, and video, patrons will gain a deeper understanding of the composer and his world. The exhibit is directly connected to the April 19th to 21st concerts of "French Greats" featuring many of the pieces Ravel himself conducted with the Symphony on his tour.

The exhibit is made up of hanging banners, stand-alone pylons, a window scrim, exhibit cases, a monitor with seating, and images adhered to the alcove with Graphitex removable material. In addition, free standing tablet kiosks will be placed near the exhibit to administer surveys to patrons to assess the efficacy of the presentation. Renderings and a floorplan are attached.

As with previous lobby exhibitions presented by the Symphony, the Symphony will be solely responsible for security and the restoration of the space following the exhibition.

We look forward to answering any questions you or the trustees may have at the next board meeting.

Sincerely,

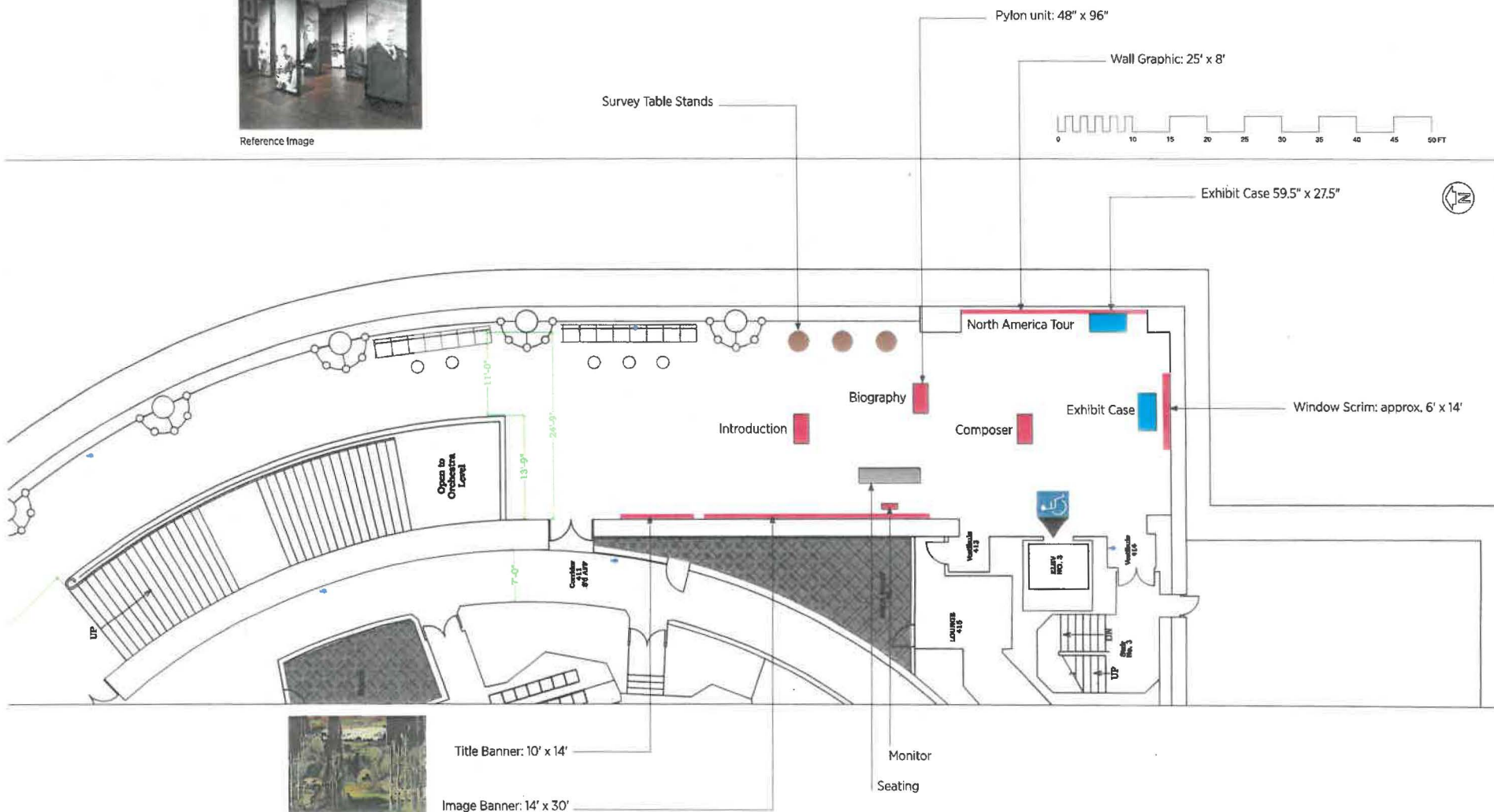
A handwritten signature in dark ink, appearing to read "A. Dubowski", written over a light blue horizontal line.

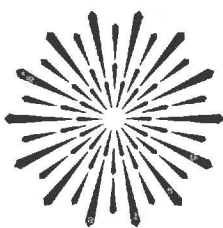
Andrew Dubowski
Director of Operations

Exhibit_Plan



Reference Image





February 8, 2018

Elizabeth Murry, Managing Director
War Memorial Performing Arts Center
401 Van Ness Avenue
San Francisco, CA 94102

Dear Beth,

On behalf of San Francisco Opera, I wish to propose to the War Memorial Trustees an installation of a "Ring of the Nibelung" exhibition in the War Memorial Opera House Foyer.

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 four entrances into the Osher Theater. Each of the four vitrines, measuring 42" x 28" x 10," would be filled with curated content related to Richard Wagner's magnum opus tetralogy of "Das Rheingold," "Die Walküre," "Siegfried," and "Götterdämmerung." The four vitrines would feature "Ring" archival images, programs, costume pieces, props and assorted ephemera; the curated content would come from San Francisco Opera Archives and the Museum of Performance and Design. All items would be clearly identified and we anticipate illuminating the interior of the vitrines with battery operated LED lighting.

It is my hope that this Opera House exhibition will help provide our sold-out international audience with a deeper understanding of the "Ring's" history in San Francisco (the first local "Ring" performance was in 1900), foster a greater appreciation of this unique work for the lyric theater stage and enhance the patron experience at the War Memorial Opera House.

Pending approval of the Trustees, San Francisco Opera proposes an installation of the four vitrines during the week of May 26 – June 1, 2018; with curated content added to the vitrines on June 4 and 5; and available for viewing beginning with the final dress rehearsals June 6 – 10 and for three "Ring" Cycle performances June 12 – July 1. I propose the vitrines would be removed from the Opera House Foyer on Monday, July 2 and returned to the Museum of Performance and Design.

I hope this proposal will meet with the approval of the War Memorial Trustees. I look forward to your response and thank you all, once again, for your kind consideration of this exhibition request.

Sincerely,



Jon Finck

Director of Communications and Public Affairs

2018 ARMISTICE CENTENNIAL CITIZENS COMMITTEE

TO: Elizabeth Murray

FROM: Ken Maley, SF Performing Arts Foundation, 2018 Armistice Centennial Coordinator

Via Email

Here is a recap of the currently planned events and exhibits by the 2018 Armistice Centennial Citizens Committee.

Headed by Trustee Gen. Myatt. Committee members include, Trustee Wallace Levine, Judge Quentin Kopp, and myself. Advisory members include Ed Flowers, Jonathan Roth, San Jose State WW1 historian, Paul Cox, American Legion, and Dana Lombardy a WW1 historian consultant.

Events and exhibits now being considered and in development by the Committee, are intended for the Veterans Building Lobby and Green Room.

The first phase of the exhibits would include, banners similar to those currently hanging in the lobby designed with illustrations related to the WW1 topics currently planned include:

Politics: Opposition to America entering the War
San Francisco prepares for the War
America Enters the War
American Troops Head for France
WW1 as the inspiration for the building of the War Memorial Opera House and the War Memorial Veterans Building.

The Committee plans for the first 12 banners to be installed on the lobby pillars by early March. (see attached floor plan of the lobby area).

Additionally, a second element of the plans call for the rental of monitors to be placed at two of the lobby pillars that have data portals that will play a series of WW1 related images (silent) repeating approximately every 20 minutes. Images would include those related to the war themes set by the committee, including archival imagery of the War Memorial complex, including ground breaking and opening, etc.

A third element of the Armistice Committee plans include three or four display cases of WW1 artifacts. And additional lobby banners.

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A fourth, and final, element will be the culmination of the Centennial year with a reception in the Green Room, November 11, the centennial signing anniversary.

As further plans develop I will keep the Trustees and Ms. Murray advised.

Ken Maley

Mediacons1@aol.com

415.956.1069

February 8, 2018

