

**MINUTES
ASIAN ART COMMISSION
EXECUTIVE COMMITTEE MEETING**

Tuesday, October 30, 2012, 4:00 p.m.

Education Classrooms, Asian Art Museum, 200 Larkin Street, San Francisco, California

Members Present:	Sandy Calhoun Tim Kahn Bill Kim Fred Levin	Gorretti Lo Lui Anthony Sun, Chair Judy Wilbur
Members Absent:	Joan Danforth Tim Kochis	Jane Chang Tom Akiko Yamazaki
Other Commissioners and Trustees In Attendance:	Rick Beleson Bob Duffy	Kevin McCabe Doug Tilden
Also Present:	Dori Sera Bailey Deb Clearwaters Forrest McGill Mark McLoughlin	Kim Bush Tomio Ami Tseng Jay Xu Laura Furney Hathhorn

1. Call to Order

Chair Anthony Sun called the meeting to order at 4:05 pm.

2. Approval of Minutes

Minutes from the April 24, 2012 Executive Committee meeting were approved.

3. Chair's Report

Mr. Sun noted one of the action items to take place later in the meeting would be acknowledgement of the CCSF Performance Audit of Governance and City Support Report completed in the summer. He discussed the background of the audit, recommendations from the City and the museum's response. With regard to development of the museum's Business Plan currently underway, Tony stated that due to unforeseen circumstances the date for completion had been delayed to the end of December. Tony announced that an adjustment to the combined meeting structure of the Commission and Foundation executive committees would begin in November, noting the meetings would take place independently with the Commission focusing on governance issues and the Foundation focusing on operational matters. At the end of his report, Mr. Sun called on Associate Curator of SE Asian Art Natasha Reichle to present the Art Hit, "Art of Adornment – Connell Jewelry."

4. Director's Report

Director Jay Xu surveyed highlights since the September annual meeting that included successes surrounding *Out of Character: Decoding Chinese Calligraphy* opening activities, visits from special guests including Chang Hee Kang, Speaker of the National Congress, Korea, celebrations including Filipino-America History Month, a look ahead to the museum's 10th anniversary celebration in 2013 and exhibitions forthcoming, including *China's Terracotta Warriors* (Feb 22-May 27, 2013), *In the Moment: Japanese Art from the Larry Ellison Collection* (June 28 – Sep 22, 2013), and *In Grand Style:*

Celebrations in Korean Art (Oct 25, 2013 – Jan 14, 2014), *Batik: Spectacular Textiles of Java* (Nov 2, 2012 – May 5, 2013).

5. Finance Report

Treasurer Tim Kahn reported that at the end of the first quarter, the museum was slightly ahead of plan, noting the plan was loaded to the back end, particularly because of the Terracotta exhibition February-May. He noted management's optimism in raising the attendance forecast for Terracotta, and he highlighted a prudently placed contingency in the forecast due to the Development revenue forecast possibly being impacted by recent leadership staff changes in that department. Tim reviewed annual attendance and admissions revenue, monthly attendance for fiscal years 2011, 2012, and 2013 compared to 2009 (peak attendance year at Civic Center), the FY 13 attendance forecast, and September year to date results. Tim also reviewed financial forecast drivers (noting in November a detailed re-forecast would be prepared ahead of the Executive and Budget & Finance Committee meetings), the 2013 operating budget and forecast, and 2013 contributed revenue forecast.

6. Consideration and Possible Action Items

a. Acknowledgement of CCSF Performance Audit of Governance and City Support Report

RESOLVED, That the Asian Art Commission acknowledges the attached report of a Performance Audit of Governance and City Support conducted on behalf of the Board of Supervisors and performed by the San Francisco Budget and Legislative Analyst on the Asian Art Museum (as well as the Fine Arts Museum, War Memorial and Academy of Sciences), initiated in September 2011 and concluded in June 2012.

7. Public Comment

Members of the public were invited to address the Commission on items pertaining to an imminent closed session for conference with legal counsel for anticipated litigation. There being no outside members of the public present, no public comment was made.

8. Adjournment

There being no other business to discuss, the meeting was adjourned at 5:05 p.m.