

CR.2**USE OF CHRISSIE COTTER GALLERY**

Division:	community services	Date Adopted:	August 1995
Section:	communication and cultural services	Date Last Changed:	
File Ref:	6989.02	Last Review Date:	19 August 2003

POLICY STATEMENT

To manage the use of the Chrissie Cotter Gallery (CCG) by resident artists and groups and exhibitions, performances and events of interest to the local community.

RELATED LEGISLATION, POLICIES AND PROCEDURES

NIL

POLICY STATEMENT

Council encourages innovative and contemporary forms of art and cultural expression by emerging and established artists and cultural workers. Council offers a space where experimental, non-commercial art and cultural expressions can be developed and showcased.

Priority is given to quality, contemporary, exhibitions with thematic directions which examine issues of relevance to contemporary art and/or the local communities.

Priority is given to exhibitions linked to umbrella Sydney metropolitan and international events of cultural significance to the local community.

Council does not discriminate on one or more of the following grounds - race, sex, age, pregnancy, marital status, disability, sexual preference, religion, philosophy, cultural background, gender or HIV status.

Council will consider projects that have received funding from other sources.

Council will provide exhibition space for the International Artists Exchange Program for a minimum period of two weeks where appropriate.

Council will provide exhibition space for the Local and National Artists Residency Program for a minimum of two weeks where appropriate.

Council will use the exhibition space for the development and display of exhibitions developed by and/or commissioned by Council when necessary.

Commission.

The exhibition space will be provided free of charge, but there will be a 10% commission on works sold during the exhibition and monies from the commissioned works will go back into the Cultural Arts Program.

Participants' Responsibilities

Participants will be responsible for:

- submitting a formal application with supporting documentation;
- mounting and demounting exhibitions; seeking Council's permission if building work is required and leaving the CCG as it was before the show;
- insuring the work for the duration of the exhibition;
- designing, printing and distributing of invitations;
- providing a media release to Council three weeks prior to the opening of the exhibition;
- providing three digital images of work in the exhibition (over 350dpi), a title and small synopsis of the exhibition, within two weeks of the acceptance of the application;
- purchasing, preparing and serving any refreshments for the opening;
- alerting Council to any existing damage with regard to the facilities;
- repairing or paying for any damage or breakages incurred during the exhibition period including damage to the building, lights and furniture;
- minding the CCG from at least 11am - 4pm Wednesday - Sunday;
- keeping records of the number of people attending the exhibition and the amount of work sold; and
- displaying a visitors book provided by Council to record postcodes and comments.

Council's Responsibilities

Council will be responsible for:

- providing the CCG which has a combined hanging space of approximately 17 metres on three walls, the fourth wall punctuated by three sets of double glass doors and a ceiling height of 3.1 metres. The CCG has a small adjoining kitchen, toilet facilities and parquet floor;
- authorising the exhibition based on an assessment of a formal application and its compliance with 3.13 and 3.14.
- providing the CCG in a clean condition and with all equipment such as lights and hanging systems in full working order;
- mailing out invitations to Councillors, Directors and Managers;
- providing a publicity kit containing media contacts, suggested invitation lists, mailing lists and any other relevant information;

- sending out a media release provided by the artists prior to the opening of the exhibition; and
- advertising the exhibition in the Council media columns and website.

3.12 Fees

Fees will not be paid by Council to exhibiting artists with the exception of those artists chosen to exhibit under the International Artists Exchange Program or individual exhibition programs developed by Council. In these cases, Council will cover costs as negotiated.

Curatorial Policy

The CCG can be used for the presentation of experimental work, commercial work, socio-historical exhibitions, collaborative work, art, craft, sculpture, folk art, photography, community arts, architecture, new technology and/or any other form of art or cultural expression.

Eligibility

The following criteria will apply for eligibility to exhibit in the CCG:

- individual artists or cultural workers must be residents in the Marrickville Local Government Area;
- in the case of group shows, at least two of the exhibiting participants must be Marrickville residents;
- artists or cultural workers who live outside the local government area may be chosen by Council if there is a benefit to the artistic and cultural life of Marrickville; and
- exhibitions from outside the local government area may be chosen if there is a benefit to the artistic and cultural life of Marrickville.

Additional Events

Additional events to accompany exhibitions such as workshops, street art, readings, artist's talks and seminars are encouraged.

Time Allocation

The maximum time allocated for each exhibition is three weeks including set up and dismantling time and a minimum period of one week.

Each exhibition must be documented by either photographs or slides as an archival reference. This will assist in the promotion of the space and can be used for research purposes. A copy of the documentation will be held by Marrickville Library and will be able to be accessed by the general public.

Applications will be accepted at any time. Where more than one artist or group of artists require the CCG during the same period, every effort will be made to ensure that all applicants are accommodated.

A key to the CCG will be supplied on the payment of a deposit at the Citizens' Service Centre at 2-14 Fisher Street, Marrickville in accordance with Council's Fees and Charges Policy. Artists are

responsible for picking up and returning keys. A fee for lost keys will also be charged, in accordance with Council's Fees and Charges Policy.

If alterations need to be made to the building for the purposes of the exhibition such as drilling holes etc, permission must be sought from Council prior to the work being conducted. The CCG will need to be returned to the state it was in before the exhibition was installed.

It is essential to keep records of the number of people attending the exhibition and the amount of work sold during the period of the exhibition. Council will use this information to collect the 10% commission after the exhibitions has closed and for future planning.