

Sketch for Feb 9, 1983 Study Paper

## NECESSITIES:

1. creation of a position of part-time secretary / office manager. 25 hours/wk 6.00/hr. The creation of this position would allow for managing director to devote more time to fund-raising.
2. Constitutional change to allow a membership. This should be instituted by Sept.

(A) ASSOCIATE MEMBER - (NON VOTING) = BENEFITS INCLUDE MAILINGS, REDUCED ADMISSIONS, PARTICIPATION IN BLUE CROSS PLAN. MEMBERS ALSO BENEFIT GENERALLY FROM PROGRAMMING & ACCESS TO GALLERY

(B) WORKING MEMBER (VOTING) = ANY ASSOCIATE MEMBER WHO ACCUMULATES 10 OR MORE OF VOLUNTEER WORK i.e. gallery sitting, COMMITTEE WORK, INSTALLATION OF SHOWS ETC. ONLY WORKING PARTICIPANTS IN GALLERY SHOULD VOTE.

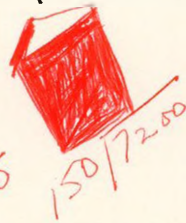


(3) AN AGGRESSIVE AND OUT GOING APPROACH TO PUBLIC RELATIONS AND FUND-RAISING (GRANT-WRITING) REQUIRES CONSISTENT BACK-UP FROM BOARD. - GALLERY SHOULD PROMOTE ITSELF AS AN ARTIST · RWV NON-PROFIT CULTURAL SERVICE AGENCY - THIS IS ESSENTIALLY ~~THE~~ WHAT IT IS.

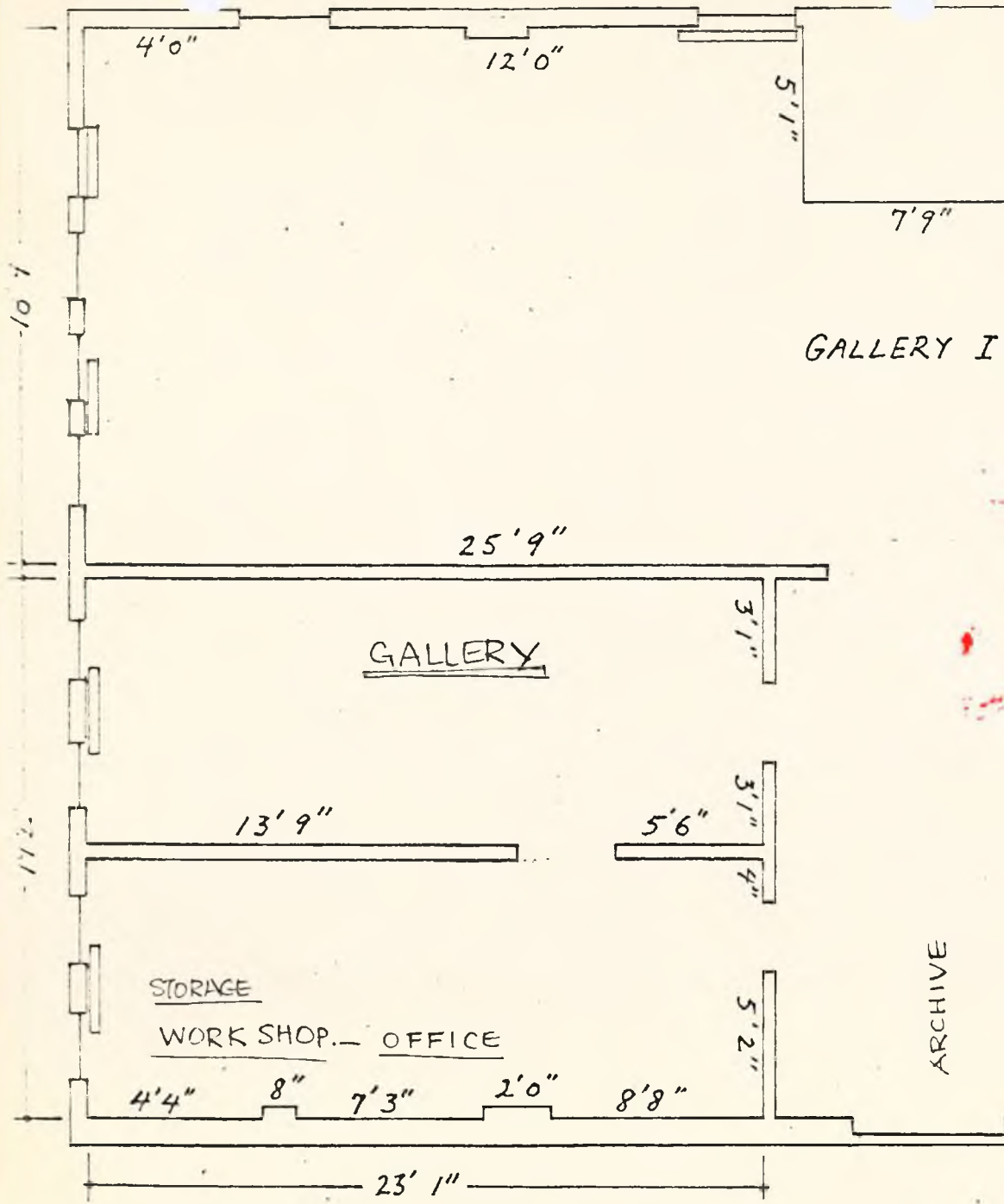
(4) A REDESIGN OF THE GALLERY TO MAKE IT MORE FLEXIBLE, COMFORTABLE AND EFFICIENT. THIS ALSO MEANS A HEFTY INVESTMENT IN EQUIPMENT. i.e. SEATING, LIGHTING, SHELVING FURNITURE.

5/25 1-5  
all day.

25  
6  
2150  
40  
6000

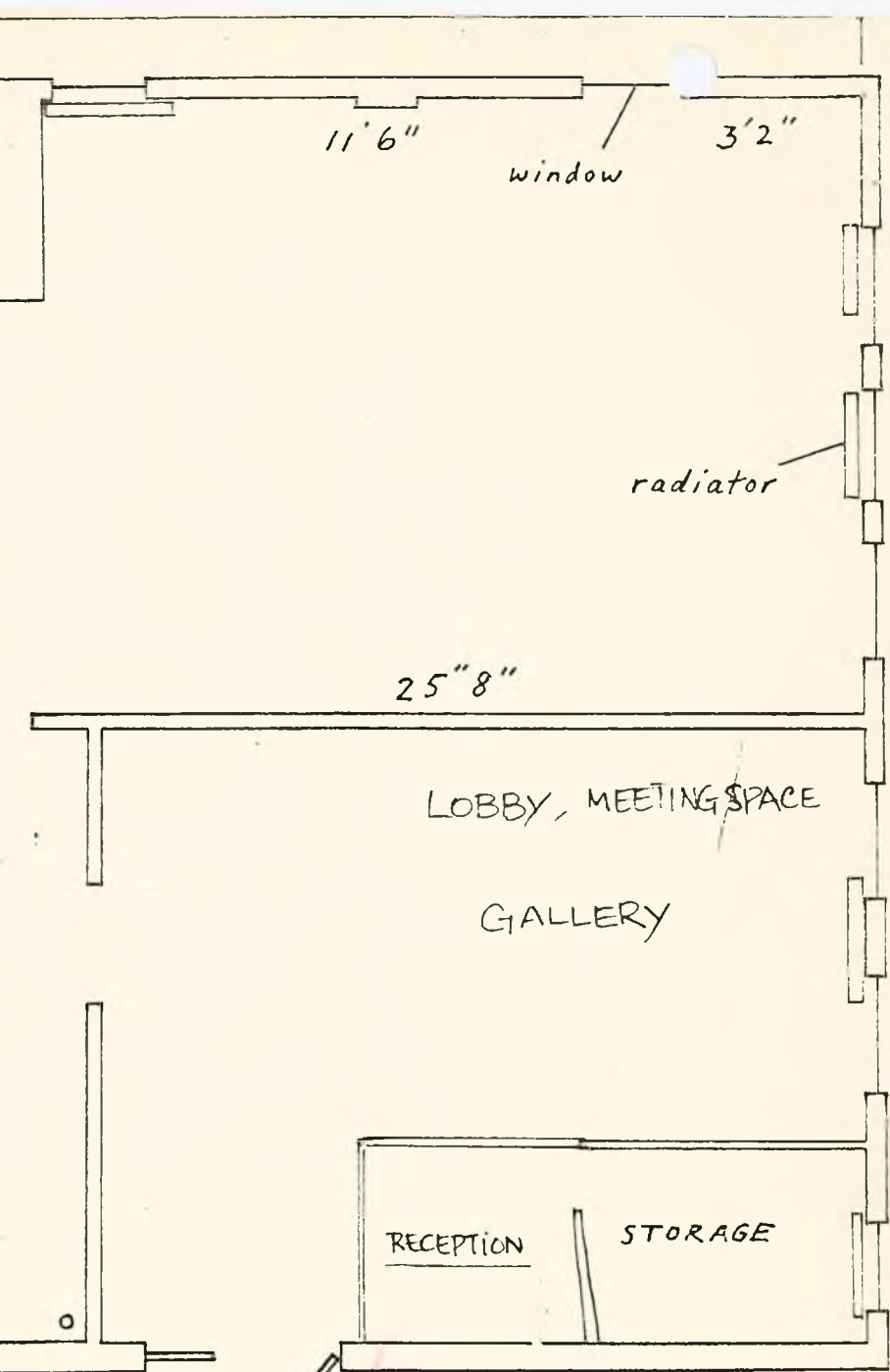


150/72.00



EYE LEVEL GALLERY  
 Third Floor Green Lantern Building  
 Suite 306 1585 Barrington St.  
 Halifax Nova Scotia Canada

ARCHIVE  
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GALLERY I - 1004 sq. ft.  
Ceiling 10'3"

GALLERY II - 437 sq. ft.  
Ceiling 10'7"

Access - Stairs and elevator

PROGRAM SUGGESTIONS 1983-84

- 1. IAN MURRAY CONFIRMED
- 2. MATTHEW MACKAY
- 3. MOYMAH, GERRY COLLINS. Confirmed
- 4. JOHN MURCHIE CONFIRMED PLUS EVENING.
- 5. BRIAN PAUL ?
- 6. CHRISTINE HOPPER
- 7. ROSE ADAMS
- 8. CHRIS WOODS
- 9. GARY WILSON
- 10. NEW PAINTING - CURATED BY RON SHUEBROOK Extra support CONFIRMED
- 11. PHOTOGRAPHY EXHIBITION - CURATED BY R. BEAN, S. MACEACHREN MORE info required
- 12. LOCATIONS - IN COLLABORATION WITH MERCER UNION CONFIRMED
- 13. Gail Swithenbank
- 14. Survey of New Art Activities in the Atlantic Provinces & Newfoundland. - CONFIRMED
- 15. Contemporary Russian Art - curated by M. Tupitsyn - Wait + see

✓ LECTURE SERIES - TOWARDS A CONTEMPORARY MARITIME CULTURE.

necessary

- 1. DON MCGILLUREY - "HISTORICAL THINKING"
  - 2. R. WILKIE - "MARITIME JOURNALS & PUBLICATIONS"
  - 3. G. WILSON - ENVIRONMENT "ISSUES & REPRESENTATION"
  - 4. PANEL - L. BUSBY, C. QUINN, D. CRANE, B. STERNBERG, P. BOURQUE, N. ROE, - "MEETING THE NEED" CONTINUANCE OR PERPETUATION ~~IN~~ ARTIST RUN CENTRES.
- Artist Run spaces Rep.

PERFORMANCE = JENNIFER FISHER

✓ DANCE - A SEPARATE PROGRAM ADMINISTERED BY DIANE MOORE.

AUDIO BY ARTISTS

- 16. LOYS EGG. Claren Confirmed.
- 17. Robert Hammon see proposal
- 18. Ron Hubren
- 19. OPEN - MARINA CURATED
- 20. SHOOT-NOTICE TOPIC SHOW
- 21. Non-Photographers SHOW - PHOTOGRAPHIC SHOW
- 22. RITA MCKOUGH



PROJECTED BUDGET 1983-84.

A. personnel costs:

1. MANAGING DIRECTOR SALARY <del>15,000</del>	\$ 15,000.00	(SALARY)
2. PART TIME SECRETARY 25 hr/wk. 6 <sup>00</sup>	7,200.00	
3. Benefits.	1,998.00	
TOTAL	<u>24,198.00.</u>	

B. FIXED COSTS:

RENT (675. x 12)	8100.00
UTILITIES	250.00
INSURANCE	250.00
ACCOUNTING/AUDIT	500.00
contingency 15%	1365.00
TOTAL	<u>10,465.00</u>

C. ADMINISTRATION & OFFICE:

STATIONARY & OFFICE SUPPLIES -	1000.00
Telephone	900.00
POSTAGE	1000.00
MEMBERSHIP DUES -	250.00
15% contingency	475.00
	<u>3625.00</u>

D. SPECIAL PROJECTS - Fundraising expenses.	\$ 500.00
leasehold improvements	\$ 500.00
	<u>1000.00</u>

E. LIBRARY/ARCHIVES:	
SUBSCRIPTIONS -	\$ 100.00
DOCUMENTATION -	750.00
EQUIPMENT -	350.00
	<u>1200.00</u>

TOTAL EXPENSES: 39,488.00

PROJECTED BUDGET: 1983-84

PROGRAM:

THE GALLERY CAN ANTICIPATE A PROGRAM OF 24 EXHIBITION DATES. I WOULD RECOMMEND THAT THE CHR MINIMUM FEE SCHEDULE WOULD BE EMPLOYED. ARTIST WOULD ASSUME RESPONSIBILITY FOR ALL COSTS EXCEPT WHEN OTHERWISE ARRANGED. THE GALLERY WOULD MAINTAIN A BUDGET SEPERATE FROM ITS FEE BUDGET FOR PROMOTIONAL AND MATERIAL COSTS THAT IT MIGHT ASSUME.

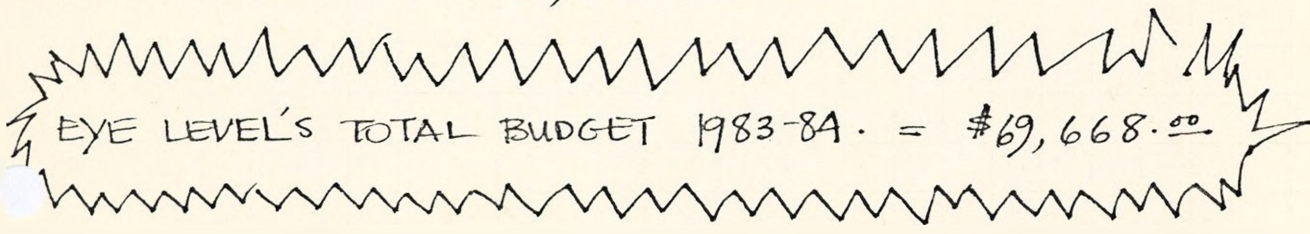
$$24 \times \$600.00 = \$14,400.00$$

$$20\% \text{ GALLERY EXPENSES} = \frac{2,880.00}{17,280.00}$$

SPECIAL PROJECTS:

- \* 1. PHOTOGRAPHY EXHIBITION / CURATED BY ROBERT BEAN & SUSAN MAC EACHREN  
 \$2500.00 ESTIMATE (less \$600.00 above) = 1900.00 \* awaiting specific info
- 2. A SURVEY OF NEW ART ACTIVITY IN THE ATLANTIC PROVINCES & NEWFOUNDLAND  
 \$6600.00 less 600.00 above = 6000.00
- 3. LECTURE SERIES - TOWARDS A CONTEMPORARY MARITIME CULTURE  
 ESTIMATED COSTS \$1500.00
- 4. AUDIO BY ARTISTS  
 ESTIMATED COST. \$2500
- 5. PERFORMANCES - 1000.00

TOTAL PROGRAM COSTS: 30,180.00


 EYE LEVEL'S TOTAL BUDGET 1983-84. = \$69,668.00

INCOME PROJECTION 1983-84

MEMBERSHIPS :	100 x 15.00 =	1500.00
GATE RECEIPTS :		500.00
DONATIONS :		1000.00
FUND-RAISING		2000.00
SALE OF PUBLICATIONS:		<u>300.00</u>
		5300.00

GRANTS:

CANADA COUNCIL:	PROGRAM & OPERATING	52360.00
	MUSIC SECTION	1000.00
	MEDIA SECTION	1000.00
	SPECIAL EXHIBITION ASSISTANCE	6000.00

Province of N.S.	2000.00
Bronfman Foundation	2000.00

Total Revenues

\$69,668.00

\* NEW BUSINESS

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COOPERATION with C.A.T

MAILING of FIRST CHOICE POSTER

LOCATING A GALLERY SPACE