

# **Coventry Artspace Studio Membership Policy (May 2023)**

## **Purpose of this policy**

Coventry Artspace is a charity which supports visual artists and visual art in Coventry. One of the core activities of the organisation is to provide affordable space for artists to work in. The purpose of this policy is to lay out clearly the principles of how this is done.

## **Aim of this policy**

The aim of this policy is to set out a fair and clear method of assessing rates, terms and tenure of studio membership. The system is designed to:

1. Ensure the organisation provides the opportunity of studio membership to as many artists as possible
2. Provide sufficient length of tenure to allow artists to develop a good body of work
3. Enable key cultural partners to support visual artists
4. Provide artists with an opportunity to acclimatise to commercial studio rates
5. Provide artists with the opportunity of affordable studio space for short periods in which to develop a body of work or project idea
6. Support Artspace core expenses to enable the organisation to continue.

## **Policy Development**

This policy is being developed in consultation with current Artspace Trustees and current studio holders.

## **Studio Membership Rates**

Studio Membership rates are calculated according to the size and aspect of the space taken. From September 2019 the following system will apply:

Year 1: £X

Year 2: £X x 1.5

Year 3: £X x 2.5

Three years is the maximum term an artist can hold a studio space. Artists who are not making good, regular use of their studio space will not be entitled to extend their membership to the next year.

## **Volunteer Rates**

In some cases artists may wish to stay on for a third year and find the fee increase difficult to manage, or wish to remain for a fourth year in order to further develop their practice. At the discretion of the Director, an agreement may be made whereby the studio holder commits a certain amount of hours volunteering for Coventry Artspace in exchange for the reduction of rates, as follows;

Year 3 at Year 2 rates: 4 hours per month volunteering (48 hours per year)

Year 4 at Year 3 rates: 4 hours per month volunteering (48 hours per year)

Year 4 at Year 2 rates: 6 hours per month volunteering (72 hours per year)

Volunteering must include the following:

- Attendance at a minimum of 3 “Artspace First Thursday” meetings, including support with setting/clearing up

Subject to the requirements of the organisation, volunteering may also include:

- Membership of the Artspace Advisory Group
- Curation/maintenance of Eaton House spaces
- Supporting people hiring Artspace spaces with access requirements
- Representation of Artspace at meetings such as F13
- Mentoring of other artists/studio holders (including studio visits)
- Invigilation of exhibitions
- Responding to ad hoc requests for support – e.g. poster design, publicity distribution, social media, newsletters, website
- Blog writing
- Photography of Artspace events

## **Cultural Partner Studio Membership**

Studio Membership may be held indefinitely by cultural partners who are able to demonstrate that they are supporting Artspace or other visual artists. In order to qualify for this status, cultural partners should provide a proposal to the Artspace Advisory Board (max 1 side A4) on how they will support Coventry Artspace and/or support visual artists in the city. With respect to the latter, partners are asked to explain how they will select artists to support, the nature of the support they will be providing and how they will be measuring the impact of their support to artists. A report on the support provided (max one side of A4) including names of artists involved, nature of support and impact should then be provided to the Artspace Advisory Board by 31 March each year.

Cultural Partner Studio Membership will be calculated at 1.25 x Year 1 rate, unless otherwise agreed by Coventry Artspace Trustees.

### **Project Space Membership Rates**

Coventry Artspace will endeavour to ensure that a project space is available for artists at an affordable rate to use for up to 3 months for the purpose of developing a body of work or project idea. To apply for use of a project space artists should submit a short proposal setting out the outcomes they expect to achieve and the times they will be using the space. This can be done verbally if preferred). Applications to use the project space for longer than 3 months can be submitted for review by the Artist Advisory Group.

Any artist or studio holder member who is dissatisfied with their studio membership rate calculation, or any other aspect relating to the implementation of this policy, should contact the Artspace Space Co-ordinator, Lauryn Dunn. If this avenue does not result in agreement, the studio holder is able to direct their complaint directly to the Board of Trustees.

May 2023