



TIVOLI
ARTISTS
GALLERY

PO Box 2 | Tivoli, NY 12583
845-757-2667 | tivoliartistsgallery.com

Thank you for your interest in Tivoli Artists Gallery!

We are a community-based organization operated by and for artists. As a cooperative gallery, we are dedicated to the artistic growth of our members, at all stages of their development. There are no paid staff members or managers, and members perform all phases of the gallery's activities. In joining, you will become part of a working team of people responsible for the gallery's operation and growth – and continuing to make TAG a serious artistic destination in the Hudson Valley.

We have five levels of memberships:

Regular Membership (\$275/year):

Membership Process: this membership is open to all artists who are willing to fulfill the following membership responsibilities and pay the annual dues. Although there is no jurying process, new members are asked to submit their application, fee and images of their works to Tivoli Artists Gallery. A member of the Committee will contact them to set up a date and time for a tour of the gallery and orientation. New members will be asked to bring with them:

- Framed examples of their work.
- A paragraph about your work and any history of shows, etc. (Imagine you are submitting a press release.)
- Ideas as to how you see yourself contributing to the gallery, what your skills are, what kind of work you would prefer to volunteer for.

Shows and Openings: Every four-six weeks we feature a new show, with an opening night on the Sat. of the first weekend. Members are strongly encouraged to attend, to support fellow artists whose work is on exhibit, mix and mingle with the local community, be ambassadors for TAG and help grow the gallery's place in the regional arts scene.

Meetings: There are monthly 1½ hour meetings, usually the Monday before a show opens, to discuss gallery business. Members should look to attend when possible, in order to contribute ideas, volunteer for activities defined by the Steering Committee and to curate exhibitions as needed. For full exhibit dates, please consult the exhibit calendar on our website. Note: if you are in the previous or upcoming show, member artwork can be picked up or dropped off in the gallery as arranged on these Mondays.

Curating: Each Fall, the membership meets to decide the calendar of exhibits, a combination of solo and group shows. Members are expected to volunteer to organize a show once they have become familiar with the gallery's operation. Curating is usually done jointly with another member, and an experienced member will usually partner with first-time curators. Curating demands a fairly active involvement on and off during the three months before a show's opening – and is a great chance to lead an exhibit and show your (and other member's) work.

Gallery Sitting: Each member is responsible for acting as the host/hostess and salesperson for the gallery for 4 hours, approximately once every 6 to 8 weeks (depending on the number of members at the time). Time slots align with our seasonal hours (please see our website for current open hours). As

a sitter, the member represents all of the artists to the public, and is expected to actively interact with customers, talk about the works presented, and handle a variety of sales transactions with a positive attitude and a professional demeanor. Minor maintenance activities such as dusting, sweeping, cleaning the bathroom, or changing light bulbs, are part of gallery sitting duties.

Solo Exhibits: Members are allowed one solo or exclusive small-group show every other year, depending on availability. They must be in good standing (no financial obligations pending) and must have curated or co-curated a group show within the last three years.

Gallery Positions and Jobs: Steering Committee positions and roles such as Secretary and Treasurer are filled by members on a volunteer, rotating basis. None of these are a paid position and, over time, all members are expected to take on these jobs.

Promotion and PR: Members who are curating a show are expected to provide content (written notes and images) for a press release, which will be issued about three weeks before the show opens. The PR is written by TAG's marketing consultant, who works directly with each curator, and provides an active media list and sample email to send out: curators issue the actual PR to the media, with instructions on how easily do it. A postcard is designed for each show as well – imagery should be provided to TAG's in-house designer for assembly and completion.

Dues and Fees: Regular membership is \$275 per calendar year. Show fees are usually \$30 – \$35 per show, and sometimes as low as \$25 if all members opt to participate in a group show. Small-group shows or one-person shows divide the cost of the mailings, etc. by the number of artists involved. The gallery takes a 20% commission on member work that is sold. Sales tax is collected by the gallery and paid to New York State on behalf of member artists. Members are responsible during each year for covering the assigned gallery sitting times, regardless of whether they are actively showing. Members may arrange to have another member cover for a cost of \$40 per sitting if unable to sit themselves or trade sitting dates with another member.

Non Sitting Regular Membership (\$575):

Membership Process: this member will be entitled to all benefits of a Gallery regular membership but without sitting responsibilities.

Associate Membership (\$175):

Membership process: this level provides introduction and interaction to the gallery for those who may have difficulty with sitting, or who live beyond a reasonable travel distance. With two or three sitting dates required per year, this allows participation in two group exhibits per year, in addition to the annual Holiday Show (November-December).

Dues and Fees: Associate Members are still required to pay the show fee for each exhibit they participate in and pay a 35% commission on any gallery sales. They are not expected to attend any TAG meetings, and they may not vote on proposals brought up to the membership or have any active involvement in the running of the gallery. A review of previous work by the Steering Committee is required before awarding this membership. Six Associate Memberships are available per year.

Note: An Associate Membership is only allowed for one year.

Sitting Membership (no fee):

Membership Process: this membership offers involvement and support of the gallery and the arts, and pays no dues. Instead, as an ambassador for TAG, they commit to gallery sitting 14-16 times in the calendar year. Sitting Members are invited to participate in all gallery shows open to full members (with the same show fee requirement) and also a 20% commission applies. They are also invited to

attend monthly meetings and participate in all gallery activities. They are qualified to have a solo show after one year of membership in this category. A review of previous work by the Steering Committee is required before awarding this membership. Three Sitting Memberships are available per year.

Intern Membership (no fee):

Membership Process: this member must be a full time undergraduate or graduate art student, and subject to approval by the Steering Committee. General Responsibilities include: participate in the gallery for a period of three to six months; curate a show during that period, according to TAG’s description of curator responsibilities; sit at the gallery as needed; organize a gallery event, such as a musical presentation, a special reading or a workshop in the gallery; attend and participate in member meetings (Intern member may participate in member shows without paying show fee. Commission on sold work would be 20 %, the same a full membership); help with shows as needed and evaluate experience and make recommendations on how the Intern Membership can be improved.

TAG MEMBERSHIP GUIDE	REGULAR	NON-SITTING REGULAR	ASSOCIATE	SITTING	INTERN
<i>Dues/annual</i>	\$275	\$575	\$175 to enter two gallery shows.	\$0	\$0
<i>Commission on Sales</i>	20%	20%	35%	20%	20%
<i>Opportunity to Show Work at Gallery</i>	All shows	All shows	2 shows	All shows	
<i>Gallery Sitting</i>	8–9 times per year as needed	not required	2–3 sitting dates per year	16–18 sitting dates	as needed
<i>Work Reviewed Prior to Joining</i>	No	No	Subject to Steering Committee	Subject to Steering Committee	No, though SC approves application
<i>Membership Renewal</i>	Automatic for members in good standing	Automatic for members in good standing	Good for one year; may upgrade to Regular Member	Subject to Steering Committee review	None
<i>Opportunity for Solo Show</i>	Every other year as gallery schedule permits	Every other year as gallery schedule permits	No	Every other year as schedule permits	None
<i>Opportunity to Curate Shows</i>	Yes	Yes	Under guidance of other member	Yes	Can assist
<i>Opportunity for Artist Book On Display</i>	Yes	Yes	No	Yes	No
<i>Key to Gallery</i>	Yes	Yes	Yes	Yes	No
<i>Attend Meetings</i>	Yes	Yes	Yes	Yes	Yes
<i>Vote on Gallery Issues</i>	Yes	Yes	No	Yes	No
<i>Work Shown on Gallery Website</i>	Yes	Yes	Limited	Yes	No



Tivoli Artists Gallery

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Application for Membership

Name

Address

Home Phone #

Cell Phone #

Email Address

Website:

Artistic medium and description of current work

Why are you interested in becoming a member of the Tivoli Artists Gallery?

As a member of the Tivoli Artists Gallery, participation and an active role are requirements of membership. What skills do you have that you can offer? Examples: Writing skills, photography, accounting, marketing, etc.

Participation in the Gallery. Members (Regular and Premier) are expected to attend meetings, take on a job, serve on committees, and take an active role in curating and contributing time and effort to each show they participate in.

Gallery Sitting. Members (Regular, Associate & Sitting) are obligated to take their turn in the sitting schedule. This is your greatest responsibility to the gallery. Please take this commitment seriously – not doing so will mean the possibility of curtailing all your privileges and expulsion from the Gallery.

We hope you'll join us! If so, please select your level of membership below. Membership is for a one-year commitment; dues are annual and are non refundable.

_____ **Regular Membership (\$275)**

_____ **Premier Membership (\$575)**

_____ **Associate Membership (\$175)**

_____ **Sitting Membership (\$0)**

_____ **Intern Membership (\$0)**

**Please mail application and check made out to Tivoli Artists Gallery to:
Tivoli Artist Gallery, PO Box 2, Tivoli, New York. 12583**

Signature _____ Date _____

Please check BOTH of the following:

[] I understand that images of my artwork, submitted to Tivoli Artists Gallery, may and will be used for marketing purposes on its web site, Facebook page and any other marketing materials. Such permission will remain in effect even after expiration of my membership.

[] I have read and understand the Gallery Sitting requirements of the selected membership level, as described in this Application for Membership.

New members will be contacted by a member of the Steering Committee to arrange a time for a gallery tour and orientation upon the receipt of your application, fee and images of your works.

Revised 01/24/20