



UNION STREET GALLERY CHARTER AND OPERATING GUIDELINES

MISSION

The mission of Union Street Gallery (Union Street), a not-for-profit, 501c3 corporation is to encourage and nurture emerging and established artists and be a resource for art appreciation and education to the communities that make up the Chicago Southland.

VISION

Union Street Gallery & Studios is open to all artists, emerging, mid-career and established. The purpose is to support artists by providing a professional environment for the development of creative expression, exhibition opportunities, promotion, and education of artists in the business of art. The goal is to link art with private, business, and educational communities to enhance awareness and education of the arts and culture.

STUDIO ARTISTS and THE GALLERY ENVIRONMENT

The Studio Artists share in the maintenance of the physical space, the sustainability of the art environment and the promotion of art and art appreciation in the Southland communities.

The physical space: The historic building that houses Union Street requires frequent repair and ongoing maintenance to the gallery space and the public areas that are used for exhibitions, events and tours. Artists and their representatives contribute time and talent to keep the gallery presentable and operational (significant repairs and infrastructure problems are the responsibility of the landlord).

The art environment: The studio artists are creative individuals who look to one another for support, encouragement and honest evaluation of their artwork. They appreciate an inspiring, engaging, challenging and dynamic community of artists. Each has a unique set of skills and talents that contribute to the success of this small artist community.

Studio and Exhibit space: The artist's studio may be used for art lessons, workshops and other artist-sponsored activities. Common studio space (third floor) may be used for art lessons, workshops and other artist-sponsored activities. Common exhibit space (first and second floor galleries, lounge area) may be used for low-movement activities like chanting, meditation and spoken word events. A minimum donation of \$5 per attendee is suggested when using the space in this way. Other artist-sponsored activities that extend longer than one-day such as jewelry exhibits, personal collections or specialty displays should receive the approval of the studio artists.

The gallery calendar: Over the period of one year, a frequent visitor to Union Street Gallery will be exposed to different artistic styles, content and approaches that will inform, excite, engage, develop, enrich, comfort, and perhaps alarm. This objective is central to the exhibits and events that the artists develop and offer to the public.



The surrounding community: Union Street offers many opportunities to experience the arts through visual media and spoken word. The artists, individually and collectively, offer workshops, classes, exhibits, tours and events that bring people into the gallery. As important, the artists serve the community at large by bringing art and conversation into classrooms, businesses, hospitals and non-profit organizations.

STUDIO ARTIST BENEFITS

- A safe environment to experience and express artistic growth and development
- An opportunity to be in the company of other artists
- Quarterly critiques
- Unrestricted access to studio
- Space to teach, lecture, entertain
- Opportunities to participate in the exhibit process from initial concept to close including receiving, unpacking, spotting, hanging, tagging, lighting and public reception
- Promotion:
 - web page on USG website
 - email blasts for events hosted by studio artist
 - advertising in monthly newsletter and promotional pieces
- Exhibit opportunities:
 - first and second floor exhibits (some with no fee)
 - artwork displayed in gift shop
 - annual holiday exhibit (fee)
- Networking with regional and national artists

STUDIO ARTIST RESPONSIBILITIES

Studio tenancy requires a significant commitment on the part of the individual as an artist as well as an art professional. There are mandatory obligations to meet including volunteer hours, meeting attendance and event attendance. There are also circumstances that may require additional contribution from the artist but they are not mandatory.

The artists recognize that meeting these obligations can be difficult from time to time. Such situations will be received with sensitivity and kindness with the hope that when the non-participating artist is fully able, she/he will return to meet her/his obligations.

In circumstances when the artist does not participate in any manner for an extended period of time, a conversation about continuing studio tenancy will begin, first between the non-participating artist and the Gallery Administrator. In rare cases, it may be in the best interest of the artist and the gallery to dissolve the tenancy agreement but all efforts will be made to resolve any concerns first.



STUDIO ARTIST REQUIREMENTS

Meetings:

- Monthly meetings are important to the development, growth and sustainability of the gallery. Meetings are a gathering place for the artists, one of the few times that the artists are present to debate and discuss the business of the gallery.
- Artists are required to attend 8 of 12 monthly artist meetings.

Volunteer Hours:

- **Mandatory 8 hours:** Artists are required to contribute at least eight (8) hours per month of volunteer time in support of gallery operations. This includes, but is not limited to, all activities related to opening an exhibit, all activities related to closing an exhibit, conducting guided tours, gallery cleanup and maintenance, gift shop management, and other duties as required
- **Additional commitment:** It is not mandatory that a studio artist take on additional roles to support and sustain the gallery. Without the additional effort, however, the gallery would not be able to offer the broad scope of exhibits and events. It is highly recommended that the studio artist take on one-two special assignments during a 12-month period. This could include but is not limited to developing a new exhibit concept, locating grants, additional volunteer work, etc.
- **NOTE:** There are months when 8 hours of volunteer time is not necessary; there are months when more is needed. The hours are not logged by the gallery; they are maintained by the individual artist and she/he is trusted to honor the minimum commitment over the course of one year. The artists are asked to be willing to step in when there is a need.

Second Friday Events / Special Receptions

- Studio Artists should be adequately represented at all gallery-sponsored events. The artists recognize that attending all events can be difficult.
- Artists are required to attend 6 of 12 evening events OR
- Provide for rotating coverage to ensure that 75% of the occupied studios are represented on any one evening.