

Yucca Art Gallery Guidelines for Membership

Revised Jan 2023

Thank you for inquiring about membership in our co-operative art gallery! We are an Equal Opportunity business. We do not discriminate on the basis of race, religion, color, sex, age, national origin or disability. For more general information about the gallery and to learn more about our artists, please visit our website at www.yuccaartgallery.com.

New artist work is juried during our general meetings held on the second Monday of the month. We meet every other month (January, March, May, July, September, and November). Please complete application, **one per medium to be judged, for the wall, craft, or jewelry**, and bring to Yucca Art Gallery during business hours. You will be contacted to meet with the curator of your type of work. Please bring 3 to 5 pieces of a representative sample of your work, **including prices**, and attach a minimum of 3 photographs of your work (4"x6" or larger, photographs will not be returned unless requested after you become a member) to this meeting with the curator. The curator will talk to you about our "guest artist" process, our training procedures, what it means to be a member of a co-op gallery, and bringing your work to the gallery meeting for jurying by the membership.

If you are juried into the gallery, you will go on a waiting list until there is an appropriate space in your medium available. When there is space for your work, you will come in as a "guest artist". At the end of a trial period of 6 months, gallery members will review your work and performance and vote on permanent membership.

As a guest artist, you are expected to work eight complete days with a trainer during your trial period. This is the time for you to get acquainted with other members of the gallery and learn the administrative duties of the Gallery. During this time, you cannot trade work days or pay someone to work for you. If for some reason, i.e., illness, or emergency you cannot work a day during your training you should contact the Director or Curator to make arrangements. If you do miss a training day it will extend your training until you have completed eight days of training. This is required before you can be presented to the membership for permanent membership.

You cannot join Yucca Art Gallery if you display your artwork in another gallery in the Patio Market. If you display your art work in another gallery in Old Town, it must be with a completely different style or medium than that to be displayed in Yucca Art Gallery.

Basic requirements to be a MEMBER:

1. You must be a resident of New Mexico.
2. You will be required to complete a W-9 form.
3. There is a 15% commission to the gallery on all sales.
4. You are required to work a complete shift in the gallery a minimum of two full days every calendar period (4-5 weeks). You will also be asked to volunteer to provide coverage for

special events. If you cannot work your assigned period, you will need to trade shifts with another member or pay a substitute sitter. We do not have an employee—to save expenses, we all take turns working.

5. You must attend a minimum of ½ of the meetings.
6. There is a one-time stock purchase of \$15 (refunded when leaving the gallery).
7. Monthly rent is \$60; you may choose to pay in increments of 3 or 6 months or for a full year.
8. Payments are due by the 25th of the month prior to selected payment method. **No payments in arrears allowed.**
9. Members and guest artists are expected to interact with customers in a way that will reflect positively on the gallery, attempt to sell all members work equally, be mindful of the small talk with customers as they are browsing through the gallery-- they need to be allowed to browse.
10. Members and guest artists are also expected to perform administrative duties during their assigned work times.
11. Members and guest artists are expected to participate in Special Events, including Featured Artist receptions, Arts Crawls, and Special Sales events, which are important activities of the Gallery.
12. Members and guest artists are expected to have photos of their art work used for publicity purposes.
13. Members are expected to be responsible for the gallery positions i.e., Director, Assistant Director, Treasurer, Publicity, Secretary, Curator, Trainer, Website, Email Advertising, FaceBook, Graphics Designer, Special Events, Maintenance, Purchaser/Supplies, Hospitality, Calendar, act as a backup for a position, or join a committee to support one of these positions.

Rev 1/2023 th