

## Information for Prospective Members

**Benicia Plein Air Gallery** is a co-op art gallery specializing in paintings done en plein air. Located in historic downtown Benicia, the gallery draws visitors from all over the Bay Area, and from many states and countries, as well as a vibrant local community supportive of the arts. The gallery participates in community-sponsored Art Walks and Open Studios. An active downtown business association (Benicia Main Street,) the First Street Galleries association, Arts Benicia and the City of Benicia sponsor many community events which take place in front of or near the gallery.

We are a cooperative group of **12 artists** and are a cooperative in every sense of the word. We share expenses equally. The group votes on any changes, including policies and procedures, monthly dues and additional assessments when needed to cover special project costs. The current **monthly dues of \$115 per person** pays for rent of the building, insurance, business license, utilities, bank fees, phone, e-mail, website, publicity and gallery supplies.

Each artist has a regular gallery wall space. Wall spaces rotate every two months, and every 12 months each artist presents a **Featured Artist Exhibit** on the gallery's largest wall space. Artists hang their own work and are allowed to change their own display at any time. All sales go directly to the artist and the gallery takes **no commission on sales**. Artists do pay credit card fees on sales made through the gallery's Square account (currently 2.6%+ \$0.10). Artists are required to have a current California Seller's Permit, and report and pay their own sales taxes to the State. Artists are also responsible for reporting their own sales earnings to California and Federal tax authorities.

Members are required to **staff the gallery** about 4 or 5 times each quarter. Each shift is a full day, six hours. Gallery hours are Fri, Sat, and Sun, 11 am - 5 pm. New members will be introduced to gallery procedures by training with a member before staffing a shift on their own. Members are also expected to **volunteer** on at least one committee -- hospitality, hanging, publicity, finance, facilities, website, and community liaison -- as part of their responsibilities. All members attend the co-op's **business meetings** held every month, usually on the second Monday at 6 pm. Currently meetings are held virtually.

All member artists sign Benicia Plein Air Gallery's **Co-Op Agreement** once a year when the building lease is renewed. New members are accepted on a provisional basis for three months, at the end of which they may become a permanent member. A provisional member may leave the coop at any time without further notice. A permanent member who wishes to leave the gallery must give 3 months' notice and maintain full responsibilities for that time, or until such time as a new member is admitted to replace them. Gallery membership is currently limited to 12 members, and new members are juried into the gallery as an opening occurs. Prospective members may apply by submitting an application and images of their work. All qualified applications and work are viewed during the business meeting where the selection of new members is made. All applicants will be notified of the outcome.

If you have any questions please e-mail Membership Chairperson, **Maria SantoStefano mxanto@yahoo.com**