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Pocahontas County Artisan Co-op Membership Information

P.O. Box 373 • Marlinton, WV 24954 • 304-799-2550

The Pocahontas County Artisan Co-op is a non-profit organization formed to promote the arts, arts education and arts-based businesses in Pocahontas County, WV. Our motto is: **Artists Helping Artists**. Pocahontas Artisans, Inc. manages all retail operations for the Co-op.

As a charitable organization, a substantial portion of our activity is directed toward the larger community. We promote the arts through special events, artisan demonstrations, special appearances, and workshops.

When you join the PCACo-op, you have the privilege of 1) serving in a charitable organization committed to the promotion of arts in Pocahontas County AND 2) displaying your arts and crafts in one or more galleries where the public can purchase them.

What's my commitment? Full or Provisional Member?

Full Membership

Dues

Full Members pay \$30 per month to Pocahontas County Artisans Co-op. These dues are a mandatory financial contribution used to provide gallery space for the exhibition of member arts & crafts and to promote these spaces in local & regional media. Each Full Member paying \$30 per month is entitled to one vote on all matters requiring a vote in accordance with the By-Laws of the Pocahontas County Artisans Co-op.

Mandatory Labor

Members provide the labor force for the operation of our flagship, year-round gallery: 4th Avenue Gallery at the Depot, 720 4th Avenue, Marlinton, WV.

Each Full Member is required to work one full day every month. Members are expected to arrive with sufficient time to set-up the cash register and prepare the gallery to receive the public *by our posted opening time*. Members are expected to keep the gallery open and the cash register operating *until our posted closing time*.

This full workday is each member's **minimum contribution** to the operation of our primary exhibition space and to the promotion of member arts & crafts.

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Members unable to provide at least one clerk-day per month must pay another member to work for them. Hiring of non-members is not allowed.

Full Members have the option of displaying their artwork at an auxiliary gallery, The Shops at Leatherbark Ford, located at Cass Scenic Railroad State Park May through October and for special events in November and December. *Members electing to display their work at Cass must commit to at least one clerk-day per month at that location or pay another member to clerk for them.*

Commissions/Sales Tax

Pocahontas Artisans, Inc. takes 10% commission on each Full Member sale and deducts sales tax before distributing member sales checks each month. This commission is used to pay a Gallery Manager.

Volunteer Labor

Full Members are requested to offer an average of four (4) hours per month of additional labor in support of the day-to-day operations of our charitable organization.

Such labor may include, but is not limited to: Participating on a committee, planning and staffing special events & community outreach, conducting workshops & demonstrations, marketing & advertising, etc.

What skills do you have to contribute to an all-volunteer charitable organization? Please ask our Membership Manager for more information about opportunities for participation.

Provisional Membership

Dues

Provisional Members pay \$120 to Pocahontas County Artisans Co-op for a 12-month membership, which includes display of artwork at 4th Avenue Gallery at the Depot. Provisional Members wishing to also exhibit at the Shops at Leatherbark Ford at Cass Scenic Railroad State Park will pay an additional \$60 annual fee. These dues are a mandatory financial contribution used to provide gallery space for the exhibition of member arts & crafts and to promote these spaces in local & regional media. Provisional Members don't have voting rights.

Labor

Provisional Members are not required to clerk; however, they may volunteer if so inclined. Volunteer participation in public events is encouraged as support of our charitable mission.

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Commissions/Sales Tax

Pocahontas Artisans, Inc. takes 40% commission on each Provisional Member sale and deducts sales tax before distributing member sales checks each month. This commission is used to pay a Gallery Manager.

How do I apply?

First, review our Gallery Standards and Jury Criteria. You will be juried in each medium you wish to display, with a separate, non-refundable \$5 fee paid for each medium (a maximum of three mediums are allowed). After reviewing this material, you will complete a **Membership Application** online or on paper. This Application provides space for you to include an artist's statement explaining your commitment to your art/craft/specialty good or manufactured/mass-produced item and describing the work(s) you are submitting for jury. This is your opportunity to explain your work to the Jury Committee. Committee members seek outside advice regarding the works they do not feel personally qualified to evaluate

We also request the following information, sent to pocahontasartistry@gmail.com with the subject line "Member Application".

1. Six quality digital images in JPEG format of items in one Fine Art or Fine Craft category; i.e. six images of wood items or six images of sewn items or six images of paintings
2. For Specialty Goods and Manufactured Items, at least one JPEG image of each type of item; i.e. an example of a jam, a soap, a lotion, a CD, a calendar. In addition, a physical example of each type of item is required to be available for jury examination at Fourth Avenue Gallery. Samples for tasting (jams, teas, honey, syrup) or testers for physical use (soaps, body care products, candles, CDs, DVDs) are required.

Jurying is scheduled on an on-going basis January through October. Confirmation will be sent to applicants within a week of receipt of all required materials, including application, JPEGS and physical samples (if required) and jury fee. Jurying is typically completed within a month of the completed application process.