



JUN 19 1985

Alderman Dale Martin

City Hall, Toronto, Ontario M5H 2N2 Telephone 947-7911
Ward Six

Minutes of Meeting
of the
Steering Committee
for
Toronto ArtSpace

June 12th, 1985 held at City Hall, Committee Room #3, Toronto, Ontario at 4:00 pm.

PRESENT : Alderman Dale Martin (Chairman), Rita Davies, John Dunn, Tom Fulton, Jack Mackenzie, Charles Pachter, Diane Pugen, Ellie Rubin, Patty Rubin, Judith Stephen-Wells, Ginny Sumodi, Mike Zaleski

1. Alderman Martin introduced the general ideas behind his proposal.

The following questions were raised :

- 1) Could we get the City to purchase a building such as 24 Ryerson for the Toronto ArtSpace project.
 - 2) Do we go ahead and become incorporated and use this as a vehicle to secure space on the basis of a lease, or do we put it off until we have a charitable tax number as well ?
 - 3) What are the long term possibilities of leasing space, beyond a 5-year period ? ie - the danger of being out-priced ?
2. Rita Davies reviewed the proposed administrative and start-up budgets. (attached)
 3. John Dunn reviewed the building budget. (attached)
 4. A committee was organized in order to define the objectives of the corporation. Members of that committee will be :

Alderman Dale Martin (Chariman)
Charles Pachter
Diane Pugen
Patty Rubin
Ginny Sumodi
Mike Zaleski

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They will meet sometime during the next two weeks. The suggestion was made to meet at lunchtime during the week of June 17th, 1985.

The Steering Committee will be informed of the results of this committee's meeting and a further Steering Committee meeting will be scheduled.

TORONTO ARTSPACE INC.

AGENDA

Meeting on Wednesday,
June 12, 1985
4:00 p.m. to 6:00 p.m.
Committee Room #3
City Hall

1. Steering Committee Members
 2. Budget Update
 3. Space Update
 4. Fundraising
 5. Logo/Image
 6. Incorporation
 7. Critical Path
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BUDGET

TORONTO ARTSPACE INC.

SIX MONTH PERIOD *

Time Period : June 1, 1985 - December 31, 1985

Expenditures : (not including capital, renovation,
retrofitting costs)

ADMINISTRATION: (assumes no overhead pick-up from City Hall)

Salaries and fees	\$ 25,000
Promotion	\$ 2,000
General Office	\$ 3,000
Postage (6 major mailings - 200 x 6 @ 32¢ each)	\$ 384
Printing /Stationery (press/fundraising kits)	\$ 1,000
Rent (portion of overhead)	\$ 600
Phone	\$ 600
Delivery	\$ 300
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TOTAL	\$ 32,884

* Some expenses are high due to initial start-up costs.

TORONTO ARTSPACE INC.

BUDGETARY ISSUES

Acquisition costs	\$25.00	- \$40.00 per sq. ft.
Carrying costs	\$ 2.50	- \$ 4.00 per sq. ft.
Operating costs (light, heat maintenance of common areas)	\$ 2.50	- \$ 2.50 per sq. ft.
Taxes	\$ 0.50	- \$ 0.85 per sq. ft.
Renovation Costs (partitions, etc.)	\$ 1.00	- \$ 2.00 per sq. ft.
	\$ 6.50	- \$9.35 per sq. ft.
Plus 10% for common areas	\$ 0.65	- \$0.94 per sq. ft.
Plus Annual Escalator	\$ 0.15	- \$0.15 per sq. ft.
TOTAL	\$ 7.30	-\$10.44 per sq. ft.

ASSUMPTIONS

1. If a building is bought, it will have to be financed independently, e.g. gift, provincial grant, etc.
2. If space is rented, the landlord might charge half only and write off the other half against his income tax (i.e. the incubator is considered a charitable organization.)
3. Renovation costs should be part of acquisition costs. In a rental situation, renovations should be done by the occupants themselves.
4. "Patrons" might sponsor part of the space on an annual basis.

QUESTIONS

1. How large will "administrative" staff have to be?
2. What are appropriate individual spaces for visual artists; should some of the production facilities be shared? E.g. what is the proposed building programme?
3. Can one expect designers to renovate their own space?
4. What is an optimum number of people in a fashion design incubator?

Rita + ELLE ✓
from
Ben Martin

Draft Objects

1. To provide affordable working space for artists for the relief of poverty and the advancement of education, culture, art and other purposes beneficial to the community.
2. To promote cultural activities beneficial to the community.
3. To solicit, and in any way acquire and hold, insofar as the law allows a charitable corporation to do so, any kind of real or personal property and to enter into and carry out any agreement and perform any condition in connection therewith.

IMPORTANT
ARTS SPACE
INFO.
Draft for incorporation attached.
ELLE

Draft Provisions

The corporation shall be carried on without the purpose of gain for its members and any profits or other accretions to the corporation shall be used in promoting its objects.

The directors shall serve as such without remuneration and no director shall directly or indirectly receive any profit from his or her position as such, provided that a director may be paid reasonable expenses incurred by him or her in the performance of his or her duties.

Upon the dissolution of the corporation and after the payment of all debts and liabilities, its remaining property shall be distributed or disposed of to charitable organizations which carry on their work solely in Ontario.



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Promotion	\$ 2,000
General Office	\$ 3,000
Postage (6 major mailings- 400 x 6 @ 34¢ each + cøntingency)	\$ 1,000
Printing/S+ationery (press/fundraising kits)	\$ 2,500
Rent (portion of overhead)	\$ 600
Phone	\$ 600
Delivery	\$ 300
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TOTAL	\$ 35,000

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Printing /Stationery (press/fundraising kits)	\$ 3,000 2,500
Rent (portion of overhead)	\$ 600
Phone	\$ 600
Delivery	\$ 300
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TOTAL	\$ 32,884

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924-3160

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5

1700

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