

CITY OF ENCINITAS CIVIC ARTS PROGRAM

ENCINITAS LIBRARY GALLERY • 2-D EXHIBIT INFO SHEET

Encinitas Library, 540 Cornish Drive, Encinitas, CA 92024, (760) 753-7376

NORTH WALL



Dimensions

29' long x 9' high; under air duct: 6'8" long x 6'8" high;
other side of air duct: 5'6" long x 9' high.

EAST WALL



Dimensions

North end to serving window: 10'8" long x 8'8" high;
serving window to south end: 10'8" long x 8'8" high.

SOUTH WALL



Dimensions

22'4" long x 9' high; under air duct: 6'8" long x 7'5" high;
other side of air duct: 5'6" long x 9' high.

Community Room/Art Gallery:

- Total linear feet hanging space: 92'
- LED art lighting system
- Total square feet: 2000
- Total capacity: assembly 300; seated 150; patio 100.

WEST WALL



The Community Room/Art Gallery has the following:

- Digital projector and 16' screen, controlled by computer (in wood cabinet, north wall)
- Sound system w/ 2 stand mics, 2 lav. mics
- Catering kitchen, Patio
- Steinway concert grand piano
- Access to the main lobby and restrooms
- Access to parking lot via the door by the kitchen

HANGING THE ARTWORK

1. The exhibit will be hung by the artist and arts staff.
2. Each artwork must have wire on the back for hanging and be presented with clean glass/acrylic and frames. The Community Room/Art Gallery is outfitted with an art hanging system. Each rod can support up to 70 lbs. 2 small artworks may be hung vertically on one rod.
3. The Community Room/Art Gallery has an LED art lighting system and an abundance of natural sunlight. Arts staff will adjust the lighting system.
4. The artist is responsible to develop a layout where the art is to be placed in the gallery, refer to the dimensions on page 1 and 4. Artwork is needed on all 3 gallery walls.
5. Make wall signs for each artwork with: *Title*, media, price or NFS (not for sale), artist name, phone, email, website. Please make your signs no larger than 3" x 3". Wall signs are placed at the bottom right of each work. Adhesive is provided by the City.

ART SALES

- 1) All income from the sale of art goes to the artist. The exhibition opportunity is a service to local artists.
- 2) Artists are encouraged to be flexible in pricing given there is no gallery commission—affordably priced art sells well (under \$300).
- 3) The exhibit must stay intact for the duration of the exhibit.

PUBLICITY

- 1) The artist must create and email to arts staff, in PDF format, a vertical 24" wide x 28" high color poster for your exhibit. The City will print, mount it on foam core and install it for you (see sample on next page).
- 2) The artist promotes the exhibit to the media, clients and friends—a Media Contact List is available from arts staff. Reporters respond well to artists and will often write a story. Give them a call and discuss your art with them.
- 3) Exhibit information is included in the City's weekly eblast to the community, the monthly Encinitas Arts & Events Calendar and the City website.
- 4) Info on the exhibit will be listed in the 2014 Exhibit Schedule, located on the Visual Art webpage: www.Encinitasca.gov/VisualArt

LIBRARY HOURS

Monday-Thursday, 9:30am-8:00pm, Friday-Saturday, 9:30am-5:00pm, Sunday, 12:00-5:00pm.

PATIO



OPENING RECEPTION

- 1) The artist may host an opening reception, if they wish, in the art gallery. Contact arts staff to reserve the day and time.
- 2) The artist may partner with the 3-D artist who is exhibiting concurrently, contact the arts staff for contact info.
- 3) Tables and chairs are located in the storage room, you must return them afterward (key at Circulation Desk).
- 4) Artist provides food, drinks, tablecloths, etc.
- 5) Alcoholic beverages are allowed but no red wine. They are to be consumed by adults, only, and must not leave the art gallery.
- 6) The artist may also use the kitchen and patio.
- 7) Music is encouraged; either live or recorded (keep the volume at an appropriate level). The artist may use the piano (key at Circ. Desk).
- 8) The artist may bring additional artwork, cards, etc. to sell at the reception.
- 9) The artist is encouraged to make a reception sign and place it in the lobby. Metal easels are in the storage room, or ask library staff.
- 10) The artist promotes the reception to the media, client list, friends and family. A Media Contact List is available from arts staff.

CONTACT

Jim Gilliam, Arts Administrator
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Cheryl Ehlers, Arts Program Assistant
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Arts Division, City Manager's Office, City of Encinitas
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www.Encinitasca.gov/arts, Fax (760) 633-2627

EXHIBIT POSTER

- 1) Please make a poster for the lobby, using Publisher, etc. software, similar to the sample below.
- 2) Required size: 24" x 28", in a vertical format.
- 3) Include the following information: artist name, exhibit title, exhibit dates, opening reception info, description of the exhibit, artist website and a large image of an artwork in the exhibit.
- 4) Deliver in a PDF format to arts staff by email, disc or flash drive, one week prior to the installation of the exhibit.
- 5) Arts staff will print and mount the poster on foam core.

Thank you.

MISTI WASHINGTON GOURD & BASKET GUILD

Nature's Possibilities

October 8—November 25

Guild members represent all levels of ability in basket and gourd making, from beginning to Professional, and share a common fascination for handmade vessels and sculptural objects, both ornamental and utilitarian, made from natural fibers, found objects and stones. The guild meets monthly at the San Diego Botanic Garden.

Info: Baskets-Gourds.com



ARTIST DEMONSTRATION

Sunday, November 17, 1-3pm, Community Room

Encinitas Civic Arts Program

Info: Encinitasca.gov/VisualArt

