

Appendix: NMU Student Art Pop-up Show

RE362: W15

Amelia Richards, Monica Purdy, Ethan VanLente

A1: MACC Room Rental Brochure

Located in the lower level of the Peter White Public Library, the Marquette Arts and Culture Center is home to three spacious rooms available for many occasions. The Arts Center also shares a Community Room with the Peter White Public Library. These spaces are all available to rent at an hourly rate. City of Marquette non-profit art organizations are encouraged to reserve a room once a month for meetings at no charge. The MACC is an ideal spot to have meetings, workshops, lectures or parties.

Get in touch with the MACC for more information on renting space for workshops, meetings, lectures or other activities.

For additional information and to book a room, please call (906) 225-4020.



Entrance to the MACC



Children's Art Class in Small Workshop

**City of Marquette
Arts and Culture Center**



217 North Front Street
Marquette MI, 49855
(906) 228-0472
arts-culture@mqctcy.org

**Room Rental
Information**

MACC Rooms

Small Workshop

- Double sink
- Seats a class of 10-15 people
- Seats a meeting of 15-20 people

Large Workshop

- Double sink
- Seats a class of 25-30 people
- Seats a meeting of 30-40 people

Wave Workshop Room

- Carpeting
- Quiet space, closed doors
- Seats a class of 15 people
- Seats a meeting of 25-30 people

Room Rental Costs

- All Rooms - \$25 per hour
- Or \$100 per day per room
- Community Room - Contact Peter White
Public Library (906)226-4300



Senior Arts Class in Large Workshop



Children's Music Class in Wave Workshop

Rental Benefits

- Inclusion in Semi-Annual Brochure (8,000 distributed)
- Social Media Presence (MACC is active on Facebook and Twitter)
- Promotion in Local Newspaper
- Workshop Updates in Marquette Monthly
- Registration and Reception Services

Upon Request (subject to availability)

- Affordable Hourly/Daily Rates
- Chairs and tables
- Projector and screen
- Easels
- Tumbling mats
- CD player
- Access to electricity
- Wi-Fi
- Piano
- Selected artistic tools (paper cutter, glue guns, scissors, etc.)
- Graphic Design Services (not included in rental rate)
- Full Service Copier Available (copy fees not included in rental rate)

Location Perks

- Centrally located
- High foot traffic
- Ample Available Parking
- Wide Range of Available Hours
- Universal Access
- Restaurant on site/Catering available
- Educational/Research Materials on site



Senior Acting Class in Wave Workshop



City of
Marquette
Arts and Culture Center
217 North Front Street
Marquette MI, 49855
(906) 228-0472

A2: Promotional Flyer



Interested in a variety of art?

COME JOIN US

April 2nd from 6-8pm

At the Peter White Public Library



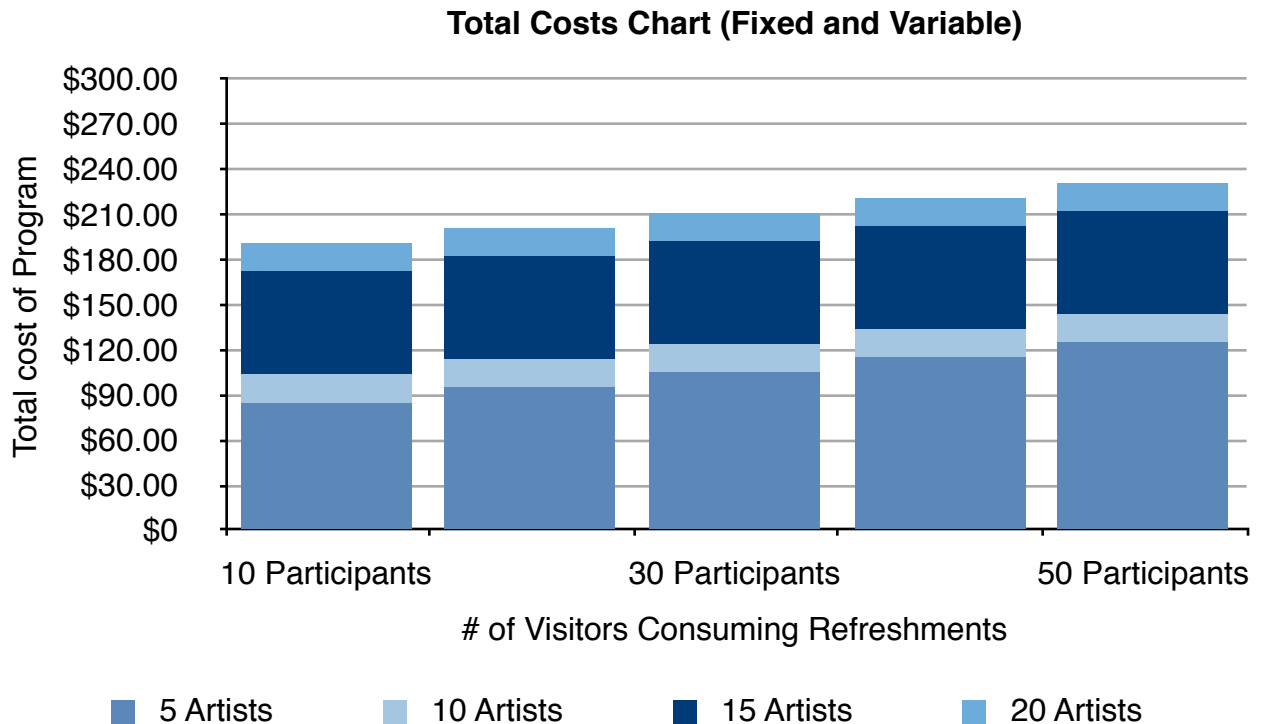
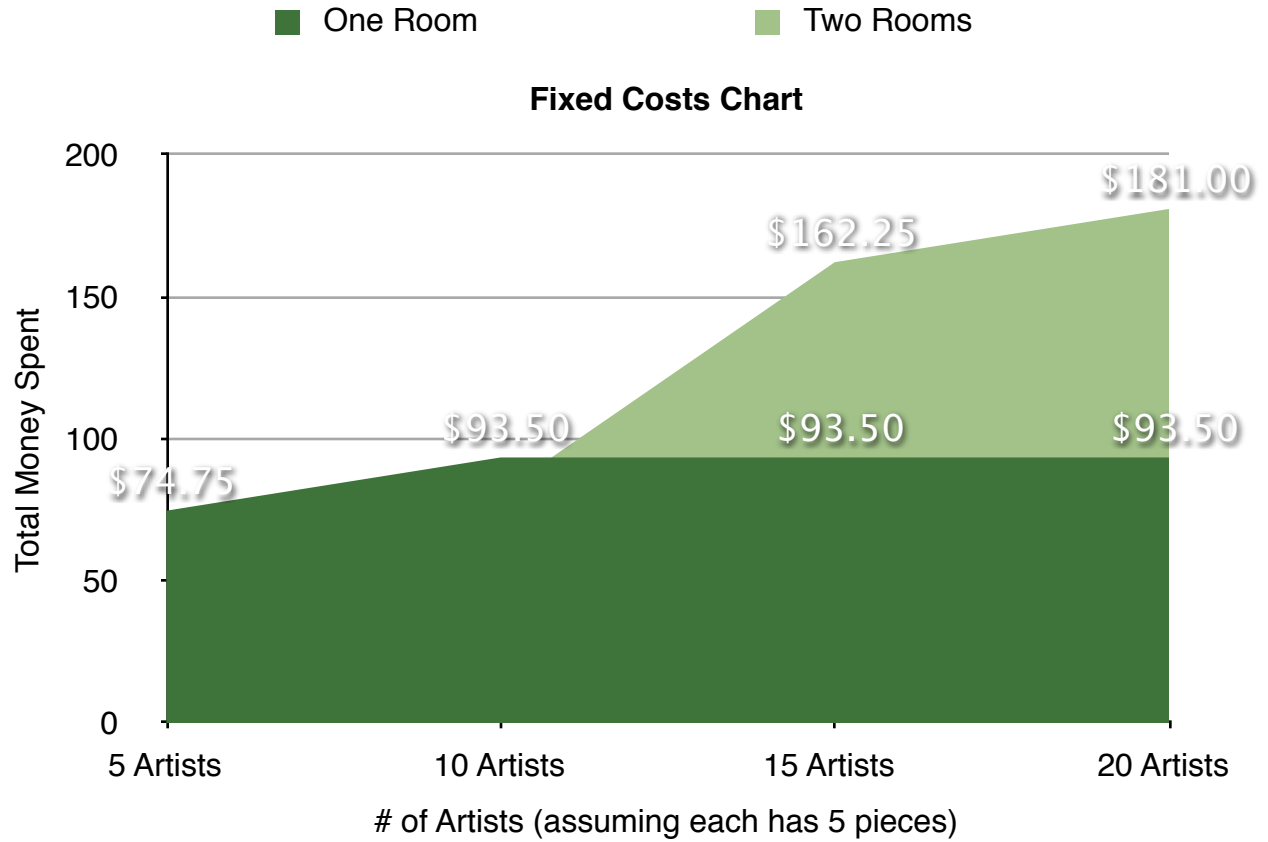
NMU student artists join the MACC's April reception to display their work. Above is a sneak peak of what will be showcased!

Your support is encouraged!

A3: Budget Form and Supporting Charts

Cost Items	Anticipated Cost	Actual Cost
FIXED COSTS		
Direct Fixed Costs		
Room Rental	\$50.00	Donated
Promotion on NMU campus (fliers)	\$1.00	Printing is free as a student
Indirect Fixed Costs		
Promotion through the Library/MACC (fliers/poster)	\$5	Donated
Changing Fixed Costs		
Room Rental (would need second room if more than 10 artists)	\$50.00	Not needed/donated
Display Materials	\$0.50/art piece	included
Title cards (printing and cardstock)	\$0.25/art piece	\$0.05/art piece (printing free)
Total Fixed costs	\$74.75 (5 artists with 5 pieces each) - \$147.25 (or more if over 11 artists with 5 pieces each)	\$1.25
VARIABLE COSTS		
Refreshments (punch and cookies, cups)	\$1.00/person	included
Total Variable Costs/Person	\$1.00/person	included

A3: Supporting Budget Charts



A4: Program Checklist

Major Function	Task	Time Required to Complete	Deadline	Group Member/s Responsible for Implementation
Program Design	Decide what type of program	Class	Done	All
	Decide theme		Done	
Site Selection	MACC	class	Done	All
Staffing	Choose artists	One week	Done	All
	Ensure all of the artists can come		3/20	Monica and Amelia
	Set up and mill about.	Day of	4/2	All
Promotion	Flyers created	One week	Done	Monica/Ethan
	Printed/Distribution		3/24	All
Equipment, Supplies, Materials	Estimate what display materials we'll need (Determine what pieces will be displayed)	One Day	3/25	Monica/Amelia
	Make sure all the display materials are there and available	Day of	4/1	All

Registration	Informal tally/ demographics count of visitors	Day of	4/2	Ethan
Staff Training	Make sure that everyone is prepared to speak about their art	Day of	4/2	Amelia
Program Operation	Set up the art Implement the art show	Day of	4/2	All
Evaluation	Design Self and Peer evaluation	One hour	3/27	Monica
	Artist focus group questions		3/27	All
	Implement focus group		4/2	Monica
Group Presentation	Complete follow up questions	One week	4/17	All
	Plan presentation based on rubric		4/17	All
	Pictures of the event in a slideshow?		4/5	All
Submission of Final Group Report	Make sure all components are finished	One week	4/17	All
	Make it look professional		4/21	All
	Turn in.		4/21	All

A5: Animation Plan

Animation Plan for the NMU Student Art Show 2015

- **Interventions (X):** Things you're going to do to intervene
- **Outcomes (Y):** What happens to participants as a result of your interventions and their co-participation?

Frame 1 - Set Up
<p>a. People x1; y1 b. Physical Setting x2; y2 c. Leisure Objects d. Social Structure e. Relationships f. Animation</p>
<p>Transition #1: Soft At 6pm the artists will be by their work and ready to greet the public</p>

- a. x1; Introductions between artists and instructions on setup.
y1; Participating artists will be familiar with one another and their designated display space.
- b. x2; Inspection of displays.
y2; art will be visible and secure for public viewing

Frame 2 - Welcome
<p>a. People y1;y2 b. Physical Setting c. Leisure Objects d. Social Structure x1 e. Relationships f. Animation x2</p>
<p>Transition #2: Soft After being welcomed by one of the artists or staff they will feel comfortable exploring the exhibit at their own pace</p>

- a. y1; The public will be familiar in the space and with the artists.
y2; public gains insight on the artists perspective.
- d. x1; Welcome public, informally introduce artists and venue.
- f. x2; Instruct the artists to remain close to their work to answer any questions from the public.

Frame 3 - Open House

- a. **People** x1;y2
- b. Physical Setting
- c. **Leisure Objects** x2
- d. Social Structure
- e. **Relationships** y1
- f. Animation

Transition #3 Soft

5 minutes before the end of the night (7:55pm) staff will begin wishing the remaining members of the public goodnight (indicating the ending of the event)

- a. x1; Public encouraged to mill about and talk to artists about their work.
y2; public exposed to a variety of subjects and mediums for them to connect with.
- c. x2; Art is on display for viewer
- e. y1; connections are made between the artists and the public.

Frame 4 - Wrap Up

- a. **People**
- b. Physical Setting
- c. **Leisure Objects**
- d. Social Structure
- e. Relationships
- f. Animation

Transition #4 Hard

At 8pm the artists will begin the tear down process and staff will thank any residual members of the public for attending (signaling the end of the reception)

- a. x1; Staff will thank remaining public and encourage them to ask any last questions of the artists.
- c. y2; The public will have a chance to inquire about any artwork or make brief connections with any of the artists.

Frame 5 - Pack Up/Focus Group

- a. **People**
- b. **Physical Setting**
- c. Leisure Objects
- d. **Social Structure**
- e. Relationships
- f. **Animation**

- a. y1; Public understands the event is over.
- b. x1; Art is taken down and packed up.
- d. y2; Artists give feedback on their impressions of the event and its value to them as a way to display their work.
- f. Artists will be gathered for a focus group