

Presented by Guemes Island Community Center Association (GICCA) as part of their commitment for "enriching and connecting our island community".

GuemesIslandArt@gmail.com and http://GuemesIslandArt.Org

We are looking forward to building a stronger art web site in the months ahead and hope you will join us! The Guemes Island Community Center Association (GICCA) has helped bring visibility throughout the community. We currently have more than 40 artist pages and a connection to many others. The quality and quantity of art and artists has been amazing, but we know there is more to come.

The website creates an opportunity for any artist to share a personal portfolio or artists to sell their creations.

- The <u>Home Page</u> introduces visitors to thumbnail photos from each <u>Artist Page</u> and highlights the selected *Artist of the Month* that is a feature of the GICCA newsletter. *Creative Speak* links to hot news and happenings! There is a link to previous *Artist of the Month* selections on the art website.
- The <u>Calendar</u> will be the way to bring attention to events, activities, classes, shows and more. We are working to link to other community calendars to share our art information and report on theirs.
- The <u>Classes and Events</u> tab brings awareness of art activities and allows artists to promote instructional programs and opportunities.
- <u>Community</u> shares photos from throughout the island.
- <u>About Us</u> tells the story of the website development and the GICCA commitment to making this project happen! The Art Initiative team seeks ways to bring visibility to the art and artists on the island with several special events. Twice a year we operate Studio Tours and Art Markets in June and December.

We are reaching out to you to see if the time is right to have you join in?

- 1. **Tell us you are interested in getting started. Just email to GuemesIslandArt@Gmail.com.** Please put your name in the subject line and <u>provide a Gmail address</u> (if not we will find other ways for you to share materials) and a phone number.
- 2. Complete the "Written Information" form and gather your photos
 - o Information/Bio
 - Short Quote
 - Personal Data
 - Search Engine Information (22-26 words)
 - o Personal Photo
 - Photos of your art (About 10 to 15 photos of your art; each photo needs a title) Photos are ONLY accepted
 in a medium resolution of about 72.
- 3. Let us know via email that you would like assistance taking photos of your art or have questions. Mary Lascelles has offered to assist island artists with photos for their artist pages.
- 4. Send an email to us that indicates you have **completed** those steps.
- 5. We will respond with "next steps". We will send you a Google Drive link to a new folder with your name.
- 6. Check your email for questions from the team.

How do I share my photos?

- 1. If you have a Gmail email address, we will send you an invitation to a new Google Drive folder.
- 2. You will receive an email from GIA (or member) with the subject "Invitation to collaborate".

- 3. Within the email, you can either click on your name or click on the blue open button.
- 4. Your folder will open in a new tab. Right click anywhere within the gray circle and click upload files.
- 5. Locate the photos on your computer that you want to upload and click **open**.

How do I share my information?

- 1. If you have a pre-filled out document, follow steps 1-5 from "how do I share my photos?"
- 2. OR... Follow steps 1-3 from "how do I share my photos?" (above) and locate the GIA Form document. Double click on the document.
- 3. When you are done, exit the tab. Your updates will automatically save.

FREQUENTLY ASKED QUESTIONS:

<u>Visual artwork only?</u> Yes. We will only use visual artwork and information submitted for the Guemes Island Art Initiative. We may not accept everything offered. We do review for photo clarity, quality, content and more. We retain the right to decide what is included. We may occasionally use one or more of your art photos as part of our advertising/ marketing effort for the website.

<u>Can I sell my art?</u> Yes. If you are selling items on your Artist page, it is recommended that you add a few words to indicate that items are "subject to availability" or to clarify that this is a personal portfolio of examples of your work and to contact you directly. We added some words to the About Us page as well to reinforce this.

<u>Updates for art and information?</u> You may periodically update your art photos, or you may withdraw from the website at any time. Occasionally, we may ask artists to verify information and confirm their interest in remaining in the group.

<u>What is the cost?</u> GICCA is covering the full cost. It is <u>free</u> to be included in the new Guemes Island Art Initiative. Our goal is to bring visibility to island artists.

<u>Who can join?</u> Anyone who lives, works or owns property on Guemes Island... full time or part time; professional or amateur.

When? Submittals are being accepted now. GIA decides when to post your information.

<u>Can I just be in the Artist Directory</u>? No. Our directory is only showing those with Artist Pages that will have contact information.

<u>Who designs the Artist Page</u>? You submit this form, a narrative about yourself, and photos, and our Art Team will do the rest

<u>What if I need help with photography?</u> Local photographer, Mary Lascelles, is donating her time to take photos. She can come to your home on a dry day to take photos outdoors. Mary can download into your Google file through Gmail or send them to you for that step in the art process.

<u>Copyright protection?</u> We have added a copyright symbol © to each page. This symbol is used to indicate that you legally own the rights to make and distribute copies of a particular work. The GICCA attorney reviewed the legal statement under "Terms of Use" that helps to clarify and protect against misuse of your art within the limits of the law. GICCA provides this platform for your original artwork free of charge to you using content provided by you, the artist. GICCA is not responsible for any unauthorized use of your images if they are reproduced from the guemesislandart.org website. Reduced resolution and individual copyright symbols serve to minimize the risk of unauthorized use.

<u>Donations welcome</u>. Because there are costs associated with maintaining a new website, all donations are appreciated, especially if you make a sale due to increased exposure. Donate through GICCA's "Donate/Volunteer" tab at myguemes.org. Donations for studio tour are redirected into improved signage and marketing.

Need assistance? Contact by email GuemesIslandArt@gmail.com or by phone to Kathy Whitman 206-334-1573