



Cakebread Workshop

Notes & Info for Members

11.5.18

Thanks to everyone for coming over to the foundational meet-up for the new workspace. It was amazing to see everyone together and super exciting to feel that the elusive 'future space' was finally making its way into the concrete reality, not just an endless... sometime..

Lots of positivity and hope for the future.

Below is some info, statements of intent and requests for support. There are plenty more to come so I trust for now this will serve to build momentum.. Here we go..

Intro

There are a number of reasons for us taking on a new workspace.

A. It provides us as individuals with a safe, secure, affordable and convivial place to carry on with our creative work activities.

B. Being in a 'shared' workspace offers numerous potential benefits :

- social conviviality and community
- on site resources, facilities, skills, help & support
- stimulating creativity, ideas and thinking
- artistic & professional development
- commercial opportunities – internal & (micro) partnerships
- solidarity
- etc...

C. The space at Cakebread St. happens as a mix of necessity, opportunity and luck.

As this is founded as a cooperative, community venture there are also extra responsibilities on members which are needed for the project to run without too much friction and fuck-up – see 'code of conduct' below.

Operations

In order to function there are obviously numerous tasks and work to do, which will need everyone involved to contribute towards, either with time & aptitude and / or cash. Small teams are needed in the following areas:

Membership

Waiting list, how to join, how to leave, basic rules aka 'code of conduct', benefits

Financial, Legal, Organisational

Organisation type – association / ltd co/ CIC /charity ?

An agreement / constitution / memorandum&articles as a governing doc.

Bank account, financial management, accounts, subscription collection, bills & services

payments...

Fit-Up & Maintenance
security, fit-out, cleaning, repairs, improvements...

Marketing & Sales
name, visual identity, website, promotion, events ?

Special Projects
funding for projects, workshops, training, outreach, events etc

For those interested, a 'Development group' will also begin work on founding a longer term workspace solution, most likely one based on buying a suitable site or building.

A short, succinct formal meeting each month with ad-hoc tasks are all that is necessary to ensure things work well.

Move In

dbnAudile are still waiting on variables with their contractors in their new space, so estimate move / start-date is mid-end June.

The initial lease period is around 2 years. Await clarification from the landlord on renewal terms.

Space Allocation

Attached floor plan below is first draft. We need to agree this fairly soon.

If you decide not to participate, please let me know asap.

There are a couple of spaces which are TBC's so if anyone now people who def. want space and are ready to contribute £, let me know.

Next site meeting – will txt everyone soon as dbn have moved (some of) their kit out.

Obvious things like transport, packing crates, shelving systems, modular workspace design, partitioning systems etc.. all would benefit from co-ordinated planning, alongside sourcing fixtures, fittings, materials etc so we need a meet-up soon as to discuss.

Someone volunteer for organising and chairing this please.

Space Fit-Out

We will need the following (priorities = TBD)

- Swipe card entry system purchase & install
- Ram bar across roller shutter
- Keys cutting
- Some electrics spec, buy, install, certificate
- Industrial sink, supply & drainage.
- Kitchen unit – design, build, fit
- Loft – floor and rail above office for a lounge area, staircase make & fit
- Dust extraction and filter system for wood & metal (by the dirty makers group)
- Phonenumber & data system
- Office & digital room fit-out (I have sound & visual kit to donate)
- etc

Code of Conduct

Most of us have spent time in groups arguing and waffling on to no avail.

Let's learn from this and use a very simple set of guidelines to help us navigate the treacherous terrain of dirty loos, blaring radios, indoor smoking etc.

And what exactly the 'responsibilities' of membership are and how they are upheld / managed / restituted. No one has time for managing complex and difficult inter-personal relationships resulting from miscommunication, and I certainly do not wish for repeats of past experiences from moaning, whiny malcontents. I just want a friendly place to work.

Identity

A graphic ID / logo, font, 'look and feel' for website required.

Documentary photos for Social media accounts (to follow)

Website & member pages

We will draft a simple website which will include a member portfolio...

The address will be www.cakebread.ws

Please forward a .doc format document with the following information:

- Your Name
- Your alias / handle / project name
- Tags for your media / work processes eg: #metal #glass #ceramic
- Brief Biog
- Artist Statement ?
- Commercial Services offered
- Commissioning opportunities offered i.e. creative work undertaken
- Up to 10 hi-res images in a .zip file
- Contact mobile
- Social media links

send to nemo@backtothetrees.org for now

Benefits - Full members

- Agreed permanent space for work areas & storage
- Options for flexible work space & storage
- A full voice in all decision making. (Vexatious litigants will be re-trained)
- A physical key and digital swipe card for 24/7 access
- Electrics
- heating
- shared office / mtg room
- kitchen
- wifi
- industrial sink
- waste removal quota
- roller shutter access
- our website
- communal events
- + more TBC

Money ~ Subscriptions

Occupancy costs are calculated at circa £20k p.a so that requires £20 x 20 people x 52 weeks. Which is full occupancy. Which is desirable but probably unlikely.

So this £20 is a minimum, and represents a membership, not rental of Square Feet of space.

If it transpires that some want more space than is 'within the benefit', we'll negotiate an appropriate subscription.

Hopefully we can raise funding to help with our costs...

Need to pay 1m rent & 1m deposit on contract signing so if we say a £200 initial payment secures membership.

This is non-refundable. By remitting you acknowledge that there are still things to work out and that you trust me & the others to work things out fairly.

Please remit to:

Mr Jon Large

TSB

77 19 46

33886560

You **must** also include a reference when making the BACS payment **AND** txt/email your account no. (just in case) to me to let me know you have paid

nemo@backtothetrees.org 07890 104 323

No cash / cheques.

Subs must be paid each month (date tbc) by standing order. Absolutely no exceptions.

I'm undertaking the financial management until we have a management group, formal agreed constitution and bank account. This is a priority, so anyone who can help me with this please call me asap. Thx.

Any queries, suggestions ideas... CALL ME !



SCALE



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