

# **Grimm Brothers Productions Membership Document**

## **Purpose:**

Grimm Brothers Productions is a for-profit voluntary association based in Bluefield, WV, that promotes artists, makers, and entertainers. The organization provides opportunities for members to collaborate on projects and events, including art exhibits and performances, which generate profit through contributions such as making props, performing, advising, and consulting.

## **Membership Structure:**

Types of Membership:

### **1. Board Members:**

- Definition: Individuals responsible for the strategic direction and governance of the organization.
- Roles: Provide leadership, ensure the mission and objectives are met, and have voting rights on key decisions.
- Eligibility: Selected by founding members and current board members based on experience, commitment to the mission, and contributions to the organization.

### **2. Association Members:**

- Definition: Individuals who actively participate in the organization's activities, including projects, events, and exhibits.
- Roles: Engage in collaborative projects, participate in events, and may share in profits based on contributions.
- Eligibility: Open to artists, makers, entertainers, and supporters who align with the organization's mission and objectives.
- On-Site Use: Requires a business license for on-site use of facilities.

### **Active Board Members:**

1. George Owen: CEO / Owner / President

- Responsibilities: Oversee all operations, represent the organization publicly, ensure alignment with the mission, and lead strategic planning.

## 2. Brandon Owen: CFO / Vice President

- Responsibilities: Assist the president, manage financial affairs, oversee budgeting and financial reporting, and step in when the president is unavailable.

## 3. Tim Musick: Secretary

- Responsibilities: Handle administrative tasks, including meeting minutes, records, correspondence, and maintain member records.

## 4. Courtney Waller: Treasurer

- Responsibilities: Manage financial affairs, including budgeting, financial reporting, and ensuring fiscal responsibility.

### **Committees:**

- Formation: Committees shall be formed on an as-needed basis upon project creation.

- Purpose: Manage specific aspects of the project, such as production, finance, marketing, or membership.

- Members: Include relevant board members and association members with expertise or interest in the project area.

### **Membership Rules:**

#### 1. Eligibility:

- Board Members: Selected by founding members and current board members based on experience, commitment to the mission, and contributions to the organization.

- Association Members: Open to artists, makers, entertainers, and supporters who align with the organization's mission and objectives.

- On-Site Use: Requires a business license for on-site use of facilities.

#### 2. Dues and Fees:

- Structure: Starting September 1, 2024, membership space within the building located at 1612 Bluefield Avenue Bay 5 will be \$1.00 per square foot with a minimum of 100 square feet. This includes access to the space Monday – Friday from 9 am until Midnight Saturday and Sunday from 9am until 5pm, security, fiber internet, water, and electricity, as well as use of available tools.

#### 3. Meetings:

- Frequency: Regular meetings (e.g., monthly or quarterly) to discuss projects, events, and organizational matters.
- Structure: Meetings led by the President or Vice President, with minutes recorded by the Secretary.

#### **4. Voting Rights:**

- Eligibility: Voting rights granted to Board Members only.
- Process: Decisions made by majority vote during meetings or via electronic voting platforms.

#### **5. Code of Conduct:**

- Expectations: Members must adhere to a code of conduct promoting respect, collaboration, and professionalism.
- Responsibilities: Members must keep areas clean and organized, as well as follow safety guidelines set forth by the city of Bluefield, the fire marshal, and the association.
- Violations: Procedures for addressing violations include mediation, warnings, and potential expulsion for serious breaches.

#### **6. Membership Termination:**

- At-Will Membership: Membership is at will by both parties, with either party free to voluntarily cancel membership at any time.
- Vacating the Premises: If a membership is canceled by either party, the party must vacate the building within 15 days.
- Non-Rental Agreement: Membership to Grimm Brothers Productions does not constitute a rental agreement nor does it convey a lease, sublease, or residency at 1612 Bluefield Avenue Bay 5. It is use of space for the purpose of advancing one's art, career, or business.

### **Photo Studio Membership:**

#### **1. Monthly Membership:**

- Cost: \$100 per month

- Includes: 10 hours of studio time per month
- Booking: Studio time must be booked in advance via the online calendar and is on a first-come, first-served basis
- Approval: Studio use for shoots must be approved by a board member
- Unused Time: Does not roll over from month to month

## **2. Per-Hour Membership:**

- Cost: \$25 per month
- Includes: 2 hours of studio time per month
- Additional Time: \$20 per hour after the included 2 hours
- Booking: Studio time must be booked in advance via the online calendar and is on a first-come, first-served basis

## **Website Web Portal:**

- Cost: Free
- Access: Membership to Grimm Brothers Productions includes access to the website web portal.
- Features:
  - Event Calendar: Allows site members and association members to post events, casting calls, and inform local vendors, such as food trucks, of opportunities for setting up, including all related fees and times.
  - Artist Profiles where members can showcase their work, with the ability to contact other members thru their respective listings. Members can upload up to 10 photos and place a one paragraph “about” section letting other members and the public know about them. You will need to upload art every 3 months and update your member section in order to keep membership active.