



## St. Clare's Multifaitth Housing Society

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Charitable Registration Number: 87305-8192 RR0001

August 20, 2013

Re: Artist Workspace at 180 Sudbury Avenue

Dear [REDACTED],

There will be a meeting attended by Councillor Bailao and Sarah Phipps from the City of Toronto on Wednesday, August 28, 2013 at 12:00 noon until 1:00 pm. We will be meeting at 180 Sudbury Street in the Multi Purpose Room. Light refreshments will be provided.

I wanted to provide the outline of what will be discussed at the meeting for consideration in advance. The offer of artist space is as follows:

The space being offered is the space currently occupied by Sketch. They have another location that they will be moving to in the fall. We are sorry to see them go, but pleased to have the opportunity to offer this visible above ground space with windows to the artists of 180 Sudbury.

We will prepare the terms of a space use agreement for review, which will be provided at the meeting. This agreement will be similar to the one we currently have with Sketch, with the same "at cost" contribution for the space (\$2,000/month) and the same requirement for insurance. It will have a minimum term of one year. St. Clare's will need to be satisfied that artists signing the agreement are able to meet the obligations of such an agreement.

We will give the artists 30 days to consider the agreement and have right of first refusal. After this time we will need to offer the space to another compatible organization for the same terms, because it is not an option for the space not to produce an income.

If, after we have offered this space and there is no uptake, we will consider our obligation to offer this space fulfilled until the space is available again, at which time we will once again give the artists right of first refusal.

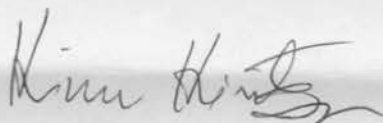
Regardless of whether artists decide to enter into an agreement with us for the space

currently used by Sketch, the offer of the free concourse level space will remain until further notice. We will still encourage other organizations that have space agreements with us to share the space when they are not using it, but we will not require it.

Please feel free to forward this to any other artists from the 180 Sudbury building if you feel they would be interested.

I look forward to seeing you at the meeting or hearing from you by phone or email if you cannot attend the meeting for any reason.

Thank you,

A handwritten signature in cursive script, appearing to read "Kim Hinton".

Kim Hinton  
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