

STUDIO RULES

Effective 5/27/2023

EMERGENCY INFORMATION

- Use the studio phone to dial 911. The studio address is on the phone.
- Someone should be sent outside to the parking lot to direct EMT'S to the studio.
- A First Aid kit is located just outside the studio on the wall in the hallway.
- Fire extinguishers are located to the left of the outside auto-open door and in the hall outside the studio under the first aid kit.
- If there is an issue with compliance of posted Studio Rules, the club monitor shall contact the GVR Center Operations Assistant (COA) at 520.343.2440 and help will arrive shortly. An incident report shall be completed by the club monitor in accordance with the Grievance Policy on the GVR Website – Recreation – Clubs – Club Documents.

STUDIO RULES

- The studio is for the use of SRAL members only, and we are responsible for its general care.
- All who use the studio should sign in. Members are required to have their GVR cards when entering GVR facilities.
- Studio is only “open” to members when there is a monitor present.
- Guests and visitors must sign in on the paper form at the front desk. The purpose of their visit is not to use the studio, but a tour of the studio accompanied by a SRAL member or the Studio Monitor
- No spray finishes or adhesives are to be used in the studio.
- No regular turpentine or mineral spirits are to be used anywhere in the studio. Use Gamsol or Turpenoid.
- Artists using solvents, such as Gamsol or Turpenoid, should do so in the back two rooms, which are equipped with special exhaust fans.
- Personal solvent containers should remain closed except when dipping into the solvent.
- Paper towels and rags that have solvents or oil paint on them should be taken home or disposed of in the red Oily Waste Can, please DO NOT THROW THEM IN THE TRASH.
- Use the blue buckets provided for dirty acrylic water and the Waste Solvent containers for solvents.
- Only watercolor water can go down the drain.
- Do not use the kitchen sink for disposal of dirty water or cleaning brushes. The kitchen sink is not a utility sink.
- Worktables should be covered with plastic covers with “THIS SIDE UP” up when painting. Table covers are folded and put in storage tub.

- Easels should be returned to proper locations when you are through painting.
- The studio phone is for SRAL business. Answer phone by saying “Santa Rita Art League Studio, this is_____”. If a personal call is necessary, please keep it short.
- Do not give out any contact information of members, take the callers contact information and then contact the member or a board member. We have an obligation to GVR and our fellow SRAL to keep contact information for club use only.
- Remember to keep conversations about controversial subjects such as politics and religion outside the studio. It’s meant to be an inclusive space for all.
- Be kind. Monitors are only following their instructions.
- The copier may be used by members for personal copies, but copies must be paid for in the donation can next to the copier. Black and white copies are 25 cents each, and color copies are 50 cents each. Be sure to tally all copies made.
- Library materials are to be checked out by a trained monitor using the library computer in the library/kitchen space. No paper/pen check out or in of library materials is permitted.