Dear Rodney,

In response to your request for further information in relation to our application dated 4 December we have set out below the relevant notes. However, when considering these we would hope that they will be seen in the context of that initial application.

1. **Artist members of LVA**

The artists who are currently involved in the organisation and administration of LVA are: Pete Livingstone, Jon Turpie, David Hall, David Critchley, Tamara Krikorian, Steve Partridge, Roger Barnard. Others who are not regularly able to attend meetings (mainly because they either live and/or work outside London) but who actively support LVA whenever possible include: Stuart Marshall, Brian Hoey, Clive Richardson, Tony Sinden, Harlan Cockburn. In addition to these twelve there are a number of interested individuals (active in other fields) who are keen to contribute to its development. We are confident that as information is circulated our numbers will grow.

2. **Tape Library/Distribution - the first consideration**

Tapes.

Tapes are already available for distribution from the founder members (as above). It is expected that the number of artists represented in the collection will expand rapidly over the next two months since our letter inviting inclusion in the proposed catalogue is now being circulated (a copy of this is enclosed). The letter has been sent to approximately forty British artists and fifty abroad to date. More will be sent out in due course.

It should be noted that the organisers have attempted to be as unbiased as possible in considering the artists approached at this initial stage. Anyone working experimentally with the medium and anyone documenting artwork on the medium is eligible for inclusion. However, the emphasis is essentially directed towards artists tapes and/or video as art rather than independent community/social/political work which, it is agreed, demands alternative considerations in promotion, distribution and potential audience.

Library access.

The proposed catalogue will be available to anyone interested in
viewing/showing the tapes. As well as individuals this will include educational institutions, organisations, galleries, etc. It is agreed that the catalogue should be made available free of charge (at least initially), but this depends largely on financial support in its production and distribution. Alternatively a nominal fee would be charged. Viewing of tapes by representatives of organisations prior to booking would be free and feasible if the necessary equipment is available. Viewing of tapes (at LVA) by individuals would necessitate a charge being made in accordance with the hire agreement between the artist and LVA. Private showings to press and similar parties would be free.

Organised tape showings by LVA to an audience would demand LVA membership and door charges to supplement tape hire charges, agreed additional artists' fees (special performances etc) and immediate on-the-night expenses to LVA. These showings will only take place in the event of acquiring support to set up a venue.

3. Library/Exhibition Venue

Costs involved in the housing of the Library/Exhibition Venue were stated in our original application. The feasibility of sharing a building with another similar organisation requires further discussion and in any event would demand complete autonomy for LVA. In the interim the Library/distribution section of LVA will function at its temporary address despite space limitations and its unsuitability for shows.

At your request we have sectioned out below the critical items requiring immediate attention in respect of the distribution system for one year.

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Catalogue printing</td>
<td>£ 300.00</td>
</tr>
<tr>
<td>Publicity material, news sheets, postage, stationary etc</td>
<td>£ 200.00</td>
</tr>
<tr>
<td>Insurance on tapes</td>
<td>£ 100.00</td>
</tr>
<tr>
<td>Miscellaneous: Telephone bills, spare tape etc.</td>
<td>£ 150.00</td>
</tr>
</tbody>
</table>

sub total £ 750.00

Capital equipment for monitoring tapes. Without such equipment it will be virtually impossible to check out tapes before and after bookings, to preview tapes for prospective hirers, to arrange LVA's own shows etc.

It is agreed that the following equipment could, if the AC Committee felt it necessary, remain the property of the Arts Council - at least for an initial trial period.

1 x 1 Sony U-matic record/playback ¼" cassette VTR £ 995.00
1 x 1 Sony open reel record/playback ½" tape VTR £ 495.00
1 x 1 Sony Trinitron 18" colour monitor £ 550.00
Test tapes, head cleaner, extra cables etc £ 150.00

sub total £ 2,190.00

(continued)
The above equipment prices are subject to price increase.
During the first year equipment will be covered by manufacturers warranty. In subsequent years it is suggested that a servicing contract be arranged at approximately 12% of capital value.

Insurance on above equipment approx. £ 100.00

Total £ 3,040.00

It should be noted that we have omitted to include any personal expenses/ artists fees for library operations, these we calculated at approximately £3,000 in our original application. Since a good deal of time will be involved on the part of some members we would urge you to consider some part of this in the same context as a 'working bursary'.
We have also omitted to include ongoing expenses using a member's flat as the interim centre for distribution.

As we have already stated here, costs for a proper venue are listed in our original budget.

Yours sincerely,

David Hall

LONDON VIDEO ARTS