SYMMETRY

P.O. BOX 2116

CHAMPAIGN, ILLINOIS 61820

This letter is to introduce you and your institution to a new organization in Central Illinois called Symmetry. The organization is comprised of visual artists, musicians, poets, dancers, actors, and fashion designers of Black origin. All of the artists and performers are professional and have very diverse backgrounds.

The purpose of the organization is to promote Black Arts to various communities and universities throughout Illinois. At the present, we are establishing contacts, dates, confirmations for our calendar year of 1983-84. Symmetry is a non-profit organization and the cost of the package is kept to a minimum. All proceeds go back into the organization for future use.

Please channel this letter to the right source, or send me any information regarding ideas and responses. If your institution would like to sponsor our traveling package - whether it be to exhibit or perform - the cost of the package varies from show to show. Cost of the package is available upon request. If you have any questions, responses, or concerns please write or call

Symmetry c/o Tim Davis, Director P.O. Box 211 Champaign, Illinois 61820

Phone: (217)-344-3164

Enclosure: Symmetry Brochure
of Past Events

- Symmetry -Board of Directors

Gerald McWorter Department of Afro-American Research 1204 W. Oregon Urbana, Il. 61801

Willie Summerville 809 Ashire Street Auslus Champaign, Il. 61820

Dr Chester Fontenot English Bldg. Room 208 608 S. Wright Urbana, Il. 61801

Hester Suggs 2407 Robert Dr. Champaign, Il. 61820

Billy Jackson 608 Prospect Champaign, Il. 61820

Bruce Nesbitt 708 S. Matthew Urbana, Il. 61801

Erma Bridgewater 608 E. Washington Champaign, Il. 61820

Donald Harper 1909 Harding Urbana, Il. 61801

NAME	POSITION/TITLE	ART FIELD
Tim Davis	Director	Visual Artist
Angela Rivers	Assistant Director	Visual Artist
Wade Lester	Treasurer - Fashion Chairperson	Fashion Designer
Bennie Drake	Visual Arts Chairperson	Visual Artist
Sharon Hunter	Dance Chairperson	Dancer
Leslie Rainey	Theater Chairperson	Actor
Barbara Suggs	Music Chairperson	Musician
Brenda Williams	Music Chairperson	Musician
Mary Vinson	Poetry Chairperson	Poet
Frank Cobbs	Member	Visual Artist
Adrienne Hoard	Member	Visual Artist
Pam Page	Member	Musician
Sabrina Graham	Member	Modeling Agent

To Be A Member of Symmetry :

One must be of Black origin.

- ◆ 2· One must be a professional in one or more of the Arts
 - One must have enthusiasm, Drive and Motivation in their particular field of production and study.
 - 4. One must progress toward edifying the members of the organization and the goals of each production.
 - 5. One must be willing to work with others and unifying the organization as a whole.
- One must be willing to take criticism, suggestions, and evaluation for their constant growth and improvement.
 - 7. One must be willing to have a sharing, and caring sprit.
 - 8. One must always think positive under pressure in production.
 - One must have communication factors that affect the team working process.
- One must have the williness and commitment to work, work, work toward goals and personal growth and development.

Symmetry Members

- Sheila Arnold Dance 225 L.A.R., Urbana Ill. 217-332-2858
 - Frank Cobbs Visual Arts 907 Lierman, Urbana # 49 - Urbana 384-5145
 - Tim Davis Visual Arts 906 Timothy Trail, Urbana 344-7597 344-31 64
- 4. Bennie Drake Jr. Visual Arts 909 N. Linview, Urbana 337-5344
- _ 5. Adrienne Hoard Visual Arts 503 E. Clarck St. # 35, Champaign 398-3993

- -6. Sharon Hunter Dance 103 S. Poplar # 3, Urbana 328-3824 - Mascaront of Cornel
 - 7. Wade Lester Fashion Design 1503 W. Kirby, Apt. # 5 Champaign 352-2628
- 8. Leslie Rainey Theater million, Danville 6832 442-2192 442-6752 - Jean marge
- 9. Angela Rivers Visual Arts 100 Kenwoo Rd. # 490 Champaign 351-7117
- 10. Barbara Suggs Music 2405 Robert Dr. Champaign 356-4793 -
- 11. Brenda Williams 404 W. Beardsley Apt.# 4 Champaign 356-5282

Symmetry

The arts organization Symmetry was established in December 1982 by artists in the Champaign-Urbana community who had the idea of bringing together visual artists, dancers, musicians, poets, actors, fashion designers, & photographers within this community. It is a professional organization of Black men & women who share a gift, the gift of creativity, and the need for proper channels to expose their talents. The main goal of Symmetry is to introduce these talented artists to communities in down-state Illinois and to extend their Art exposure to include the Chicago area and beyond.

Objectives of the Organization :

- A. To form a non-for-profit organization/status to service the community in all functions of the fine arts.
- B. To broaden and promote the Black Arts in Champaign/Urbana area and outlining regions.
- C. To establish" packages" of visual Arts, Dance, Theater, Poetry, music and fashion to be presented.
- D. To establish a cultural center for the black community where artists can express, share ideas, teach and work.

To be a Member of Symmetry

- A. One must be of Black Origin.
- B. One must be a professional in one or more of the Arts.
- C. One must have enthusiasm, Drive and Motivation in their particular field of production and study.

To be a Chairperson of Symmetry

A. One must organize, choreograph, administer, and implement decisions within their group for their presentations.

- B. One must implement decisions within their own specilized field on needs, funds, budget, for production of each presentation.
- C. One must organize and choreograph their presentation according to schedule of events.

To be a Director of Symmetry :

- A. One must be a leader that generates cooperation and implements decisions with the interest of the organization's primary function in mind.
- B. One must have good administrative and authoritative knoledge, to guide & direct, to counsel and provide good judgement when decisions and conflicts are present.
- C. One is expected to have all business documents, and reports organized and ready for presentation for all members of the board.

To be a Treasurer of Symmetry:

- A. One must possess good organizational skills and working knowledge of budget and financial information.
- B. One must keep records of financial statements, budget, bank accounts and any supporting data for decisions made by members of the organization.

To be a Secretary of Symmetry:

- A. One is expected to be responsible for the meetings.
- B. One must be responsible for all documents, and reports to be presented to members and directors for the presentation to the board.

The Board's responsiblities:

- 1. The board as a whole, negotiates for the organization with the community, public interest groups, petitioners.
- 2. The board confirms, modifies, or rejects committee proposals, grant applications and reners their recommendations with careful analysis for strategic planning.
- 3. The board reviews operating and financial statements, reports and minutes of board meetings. Thus keeping informed of organization actions.
- 4. The board counsels and provides and provides judgement with directors on decisions on various stages of production. Informal conferences outside regular board meetings enable individual board members to give the directors encouragement, guidance, or caution.
- 5. The board should meet bi-monthly with some lapse in the summer when the directors of the organization are empowered to act for the board.
- 6. The directors of the organization should be present at all board meetings.
 It is also allowable to let chairpersons attend board meetings.

Symmetry By-Laws

ARTICLE 1

Organizational Objectives
Symmetry is a not-for-profit, professional arts organization for men and women committed to the promotion of black art and black artists in the visual, performing and literary arts. It is established to provide a cultural center for the black community where artists can express, share ideas, teach and work in Champaign-Urbana and outlying areas.

ARTICLE II Membership

Section 1. Qualifications: Organizational membership is open to persons with a professional committment to promoting black arts and black visual, performing, and literary artists.

Section II. $\underline{\text{Dues:}}$ Annual membership dues of 10.00 dollars are required for membership in the organization and are due at the last meeting in November.

ARTICLE III Meetings

Section I. Regular Meetings: Regular meetings shall be held on the fourth Friday of each Month.

Section II. Special Meetings: Special meetings may be called by the officers.

Section III. Quorum: One-third of the members shall constitute a quorum for the transaction of business at any official meeting.

Section IV. <u>Voting:</u> Each member shall have one vote on any question coming before the organization during any regular or special section at which he or she is in attendance.

Conficers

Section I. <u>Director</u>: A director shall be selected at the first regular meeting of the calendar year and shall preside at all meetings; announce the business before the organization; announce the question under consideration and the result of the vote taken; and rule on aly parliamentary question before the organization. The director is to have all business documents and reports organized and ready for presentation to the Board.

Section II. Assistant Director: An assistant director shall be selected at the first regular meeting of the calendar year and shall assist the director in the performance of duties and preside at meetings not attend by the director.

Section III. Treasurer: A treasurer shall be selected at the first regular meeting of the calendar year and shall keep records of financial statements, budget, bank accounts and any supporting data for decisions made by members of the organization.

Section IV. Secretary: A secretary shall be selected at the first regular meeting of the calendar year and shall be present at all meetings, and be responsible for all documents and reports to be presented to organizational and board members.

Section V. Chairpersons: A chairperson in each arts area will be selected to implement decisions concerning budget and production of programs within their specialization. Chairpersons will attend all meetings.

Section VI. <u>Board</u>: A board of seven to eight persons will act as liaison for the organization with the community, public interest groups and petitioners. The board reviews, confirms or rejects committe proposals and grant applications. The board reviews operating and financial statements, reports and minutes of board meetings. The board provides counsel on various stages of production. The board shall meet bi-monthly from September to June, with some laspe in the summer.

ARTICLE V Finances

Section I. Operating Budget: The organization shall have as an operating budget under which it performs its functions. Said budget will include the following expenses.

a. Personnel

b. Materials and Supplies

c. Insurance/Royalties

d. Travel and Transportation

e. Rental Equipment

f. Space, Facility and Real Estate Rental

g. Advertising, Public Relations, and Printing

h. Administrative Expenses

Section II. <u>Income</u>: Income shall be used to cover expenses in the operating budget. Income shall be generated thru grants, dues and contributions. In addition, artists whose work is sold as a result of participation in organizational productions will donate 3% of the sale of said work to the organization.

SYMMETRY MEMBERS

- 1. Bishop, Lillian Designer 601 E. Clark, Apt 37 Champaign, IL 61820 Phone:
- Cobbs, Frank Visual Arts 907 Lierman, #49 Urbana, IL Phone: 384-5145
- 3. Davis, Tim Visual Arts <u>Director</u> 906 Timothy Trail Urbana, IL Phone: 344-3164
- 4. Drake, Bennie Jr Visual Arts <u>Chairperson</u>
 909 N. Linview
 Urbana, IL
 Phone: 337-5344
- 5. Graham, Sabrina Fashion Coordinator <u>Chairperson</u> 1306 N. Mattis Ave Champaign, IL 61820 Phone: 356-1961
- 6. Hoard, Adrienne Visual Arts 503 E. Clark St., #35 Champaign, IL Phone: 398-3993
- 7. Hobbes, Ike Visual Arts 109 E. Clark Champaign, IL Phone: 398-1890
- 8. Hunter, Sharon Dance 103 S. Poplar, #3 Urbana, IL Phone: 328-3824
- 9. Ife Poet 2006 Greendale Champaign, IL Phone: 359-2977
- 10. Jordan, Glenn Musician 109 Davenport Hall, Anthropology Dept. Champaign, IL 61801 Phone: 398-6663

- 11. Lester, Wade Fashion Designer <u>Treasurer</u> 1503 W. Kirby, Apt #5 Champaign, IL Phone: 352-2628
- 12. McCauley, Gilbert Drama 2118 Orchard, #101 Urbana, IL Phone: 384-6384
- 13. McKay, Ed Dancer/Model 1410 W. Beslin Urbana, IL Phone: 384-0620
- 14. Moore, Otha Designer 601 Crescent, Apt #8 Champaign, IL Phone: 359-2429
- 15. Page, Pam Music 220 W. North, #6 Danville, IL 61832 Phone: 443-6991
- 16. Rice, Aletha Dancer 603 E. Clark, Apt 36 Champaign, IL Phone: 356-6939
- 17. Rivers, Angela Visual Arts 100 Kenwood Rd, # 490 Champaign, IL Phone: 351-7117
- 18. Simmons, Virgie Fashion Coordinator <u>Secretary</u>
 101 Circle Dr
 Rantoul, IL 61866
 Phone: 892-4814
- 19. Suggs, Barbara Music <u>Assistant Director</u> 2105 Robert Dr Champaign, IL Phone: 356-4793
- 20. Vinson, Mary Poet 725 S. Mattis Champaign, IL Phone: 356-9794/359-8815
- 21. Williams, Brenda Music 404 W. Beardsley, Apt #4 Champaign, IL Phone: 356-5282
- 22. Yulando McMullen Fashion Designer 902 N. Lincoln Urbana, Il. Phone: 384-7098



The first meeting of the Art's organization Symmetry was held December 3, 1982 at the home of Tim Davis. The following members were present: Tim Davis, Angela Rivers, Leslie Rainey, Adrienne Hoard and Wade Lester.

Discussion followed on the purpose of the organization.

ORGANIZATION'S PURPOSE - OBJECTIVES



To broaden and promote the Black Arts in Champaign/Urbana area and outline



B. To form a not-for-profit organization/status to service the community and people of all functions of the Acts? Fine Puto



C. To establish a package of visual arts, dance, theater, poetry, music and fashion to be presented.

To establish an organization of professional artists that could travel in the future with this package to other cities, states, universities, theaters,

E. To serve as central hub for exposure of professional black artists coming into the Champaign/Urbana area and also outlining areas

 ${\mathcal P}'$ F. To serve as a professional organization for all black artists in the ' nation.

G. To establish a building (in the future) where artists can express ideas, teach and work.

Also discussed was the first presentation of Symmetry - target month: February -Black History Month.

SYMMETRY

The second meeting was held on Friday, December 10 at the Levis Faculty Center. Members present: Tim Davis, Angela Rivers, Benny Drake, Wade Lester, Adrienne Hoard, Sharon Hunter, Frank Cobbs and Tina Easley.

Discussed:

- ORGANIZATION NAME AND THEME FOR FEBRUARY PACKAGE

The name Symmetry proposed by Tim Davis, which means uniformity, proportion, and beauty was agreed upon by members present.

The theme "Harnessing our own Expression" proposed by Adrienne Hoard which means to gather our artistic communication and expression in one continual package for the present and future was agreed upon as a theme for February by members present.

Dates for first presentation - It was agreed upon that February 26-27 would be
the dates for the package at Levis Faculty Center
in Urbana. This is with cooperation and sponsorship of the Black Cultural Center,
Bruce Nesbitt, director. Tentative schedule of events on February 26-27.

February 26 (Saturday) -

4:00-6:00	Opening reception - Levis Center, 2nd floor music room.
	Focus on visual arts and art history (all artists of Symmetry should be present.) Refreshments will be served (Benny Drake and Brenda Williams)

6:00-6:45 Fashion Show - Levis Center (Wade Les	ter)	1
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6:45-7:00 Dance Solo (Sharon Hunter)

7:00-7:30 Fashion Show (Wade Lester)

7:30-8:00 Play (Leslie Rainey)

8:00-8:30 Poetry (Mary Vinson)

8:30-9:00 Play (Leslie Rainey)

9:00-10:00 Intermezzo - Music - Music Room Open-focus on visual Art Show. Refreshments (Brenda Williams and Benny Drake)

_10:00-12:00 Jam Session - Jazz groups within the community (Brenda Williams)

February 27 (Sunday)

3:00-5:00 Opening at Douglass Center - Champaign, Illinois. All members should be present. Purpose: to give the Black Community insight and awareness of Symmetry and show, demonstrate the arts to the children of the community. Possible events: music - young children's group (Brenda Williams). The Art of Drama - (Leslie Rainey). The Art of Dance - (Sharon Hunter). The

The Art of Fashion Design - (Wade Lester). The Art of Visual Art and History - (Benny Drake and Adrienne Hoard). The Art of Poetry (Mary Vinson). Sponsorship of Nate Dixon of Douglas Center.

6:00	Back to Levis Center - Opening of music room - Visual Art (Benny Drake)
6:00-6:30	Play (Leslie Rainey)
6:30-7:00	Poetry (Mary Vinson)
7:00-7:30	Fashion Show (Wade Lester)
7:30-8:00	Dance (Sharon Hunter)
8:00-8:30	Fashion Show (Wade Lester)
8:30-9:00	Intermezzo - Music (Brenda Williams)
9:00-10:30	Gospel Music (Brenda Williams

Also discussed was the issue of funding for the month of February. To present the package a tentative budget was formed.

- Two days at Levis cost through Black Cultural Center established at \$50 for clean-up and lock-up. Funds sponsored through Black Cultural Center.
- Publicity Brochure estimated cost: \$150 sponsored by Oasis Graphics provided that we do some layout work ourselves - comments of Angela Rivers.
- 3. Video-taping estimated cost: \$80 sponsored by Oasis Graphics
- 4. Transportation estimated cost: \$100.
- 5. Lighting sound system estimated cost: \$200

Total package cost: \$520.

Possible funding sources and sponsors:

- A. Afro American Research Study Department
- B. Private Business solicitation
- C. Any private donations.

Also discussed was the plan to take the package to other areas within the month. Possible places were Eastern Illinois University - no date set (Angela Rivers) and Danville Area Community College - no date set (Tim Davis).

SYMMETRY

The third meeting was held on Friday, December 17 at the Levis Faculty Center.

Minutes from the last meeting were read by Angela Rivers

Election and appointment of chairpersons for Individual Departments -

DEPARTMENT CHAIRPERSON

Theater Leslie Rainey

Dance Sharon Hunter

Visual Art Benny Drake

Poetry Mary Vinson

Fashion Wade Lester

The appointment of each chairperson was asked by Tim Davis and Angela Rivers and agreed upon by each chairperson and members of organization present.

Also discussed was the person behind the chairpersonship -

A. Each chairperson should organize, choregraph, administer, and implement decisions within their group for their presentation for the month of February and beyond.

Each chairperson should organize their individual department for presentation at each time the package is to be presented.

- B. Each chairperson should choregraph their presentation according to schedule of events on what should happen, when, where, and how.
- C. Each chairperson should <u>communicate</u> with each other for a tight, well balanced production with the understanding that each member is working together for the same purpose.
- D. Each chairperson should <u>implement decisions</u> within their own department on needs, funds, budget, for production of each presentation. Each chairperson should be a responsible professional administrator within their department and should be present (if possible) at all meetings, ready to share ideals, problems, budget, etc. Remember folks we are all professionals and we must meet <u>deadlines</u>. We must <u>communicate</u> for <u>quality</u> production!

At this meeting we also were in absence of a music chairperson and a graphic arts chairperson.

We also discussed the need for establishing ourselves as a non-profit organization and steps toward that establishment. Leslie Rainey suggested on filing with the federal government with the necessary application 501(c)(3) - which is an organization formed to promote American ideals or to foster the best interest of the people, or to further the common welfare and well-being of the community. This will give us the tax-exempt status.

Also suggested was a need for a Board of Directors for Symmetry and their duties and functions would be of guiding, controlling and policy-making and fund-raising.

Members present: Angela Rivers

Tim Davis
Wade Lester
Leslie Rainey
Bennie Drake
Sharon Hunter
Mary Vinson
Shelia Arnold

Also discussed was the planning of the brochure - estimated cost from Oasis Graphics: \$150. Layout by Angela Rivers and Al Mitchell. Angela suggested that all information to be put on brochure for February should be in NO LATER than January 15, 1983.

- A. Logo for Symmetry design/drawing of organization
- B. All names and titles of each artist participating in the package for that month.
- C. All dates of schedule finalized for February 26, 27.

Also discussed was layout of Brochure-Flyer (all in one) - fold out design - 11x13 with organizations name, back ground of organization and intent of organization. We also discussed the possibility of the background information on each artist - 3 short lines of each artist's objective.

Number of copies - 2,000

 $500\ {\rm for\ mailing\ list}$ - bulk mail - complements of Afro American Research Department.

1,000 for the two day event - at door of Levis - and Douglas

500 for posters/fliers, and artist copies, etc.

Schedule for Black History month at the University of Illinois provide by Nate Banks (Black Control Center) and Sheila Arnold -

- February 2 Lawrence Kennon Lecture Reception 7:00 p.m. Afro American Research Study Department
- February 3 Mitchell Caton Chicago Artist Displayed at Afro American Research Study Department
- February 11 Jah Malla 8 p.m. Lincoln Hall Reggae group
- February 12 Cotton Club Illini Union 7:00-8:00
- February 18 Black Expo Illini Union 10:00-5:00
- February 19 Gospel Musical Auditorium 8 p.m.

February 26-27 Symmetry

Also discussed was the need for our organization to be at the Black Expo, February 18th to set up a booth to promote ourselves. All members agreed.

Also a coming event is the Black/Latino Leadership Conference January 21 and 22, 1983 - Levis Faculty Center - Champaign. Discussion on possibilities of Symmetry presenting part of package there. No response

The fourth meeting was held December 28, 1982 at the home of Angela Rivers.

Present were: Angela Rivers

Benny Drake Barbara Suggs Tim Davis Wade Lester Brenda Williams

Issues: Minutes read from last meeting by Angela Rivers and discussion from group. Two new members present. Brenda Williams and Barbara Suggs both are talented musicians and have agreed to work together as music chairpersons. Also discussed was the need to contact our board of directors - Eleven names were given and will be contacted in the next week or so for their patronage. We also agreed to have 7 board members - and many advisors or resource people in the community as possible.

Also contacted was the I.R.S. office by Tim Davis and we discussed the application 501(C)(3) - we agreed to wait 1-2 months on filling out that information. We also discussed the need to solicit funds from businesses around Champaign/Urbana since we are a not-for-profit organization. It was brought up by Brenda Williams to talk to the Chamber of Commerce in Urbana/Champaign and let them know our present organization's status.

As a non-profit organization, our purpose is to enlighten and broaden the Community to the Arts.

Dear Community Member,

I am a representative of the organization Symmetry, a not for profit Arts organization, here in the Champaign-Urbana Area. We are in the process of putting on a production of Visual Arts, Music, Dance, Theater, Poetry and Fashion Design at the Levis Faculty Center on February 19th. It is our hope that you share our interest in promoting and maintaining Arts in our Community. Your contribution to our endeavor will ensure a successful program and your name, business or institution will be shared with others as contributing sponsors. Please send check or response to:

SYMMETRY
P.O. Box 211
Champaign, Illinois 61820

Thank you for your patronage,

To all members of Symmetry : Issue Fund Rasing,

As a non-profit organization one of our purposeses is to enlighten and broaden the community to the Arts.

	a representive
My name is	and I am representing the organization
Symmetry a not for profit - Arts organiza	ation here in Champaign, Urbana. We are in
the process of putting on a production of	Visual Art, Music, Dance, Theater,
Poetry, Fashion Design, * the Levis Facu	lty Center February 26 & 27.(We are
seeking sponsors to help us with the cost	of the production for those dates. By
donating \$ 50.00 constict donation name/	or business name will be published in
our brochure which will be read by seme 2	000 readers. Proceed make the sheek but
to Symmetry.	
we one listed with the chamber	. of commerciac
	Thank You.
I will get it on the phone - was	de heaten treasure will be down to it up chick - after 3:00 Pm.
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Organized in early December 1982, Symmetry is the culmination of a collective idea that Black visual and performing artists in this community, have had for years. The need for a "support" group to help promote Black arts has been a major concern for many of these Black artists, and it is hoped that Symmetry will find a way to fill that need. The term symmetry simply means uniformity, form and beauty based on excellence of proportion. As an adjective, symmetric, it is the sharing of ideas and feelings. The term expresses the basic nature of the group. Being comprised of artist from many areas of the fine and decorative arts, with various backgrounds and training Symmetry forms and unifies (uniformity) concepts built upon the sharing of ideas, experiences and feelings of the individual members. Through this sharing come harmony which makes it possible to strive for excellence as a group. This makes a performance or exhibition pleasurable. For the individual artist, Symmetry give the emotional support to achieve beauty in their art form through that standard of excellence.

During Black History month, we of Symmetry are looking forward into the future. As artist, we will be producing in 1983 and beyond, taking from the past ideas of Black aesthetics and molding them with our own. This program "Harnessing Our Own Expression" examplifies this shaping process, showing our various styles and talents at their present stages of development; as we harness our own personal expressions through arts. It is our wish that you will find this presentation of music, visual arts, dance, drama, poetry, and fashion extremely enjoyable.