



## **The Fresh Milk Art Platform**

### **A – Z Guide for Resident Artists**

*This booklet has been put together to answer questions which apply to all Fresh Milk residents.*

## **A**

### **About Fresh Milk**

**Mission Statement:** The Fresh Milk Art Platform Inc. is a Caribbean non-profit, artist-led, inter-disciplinary organization that supports creatives and promotes wise social, economic, and environmental stewardship through creative engagement with society and by cultivating excellence in the arts.

**Tag-line:** Critical. Creative. Fresh.

### **Absence**

If you are absent from the residency house for one or more days, either for private or professional reasons, please inform Fresh Milk beforehand so that we know nothing has happened to you and that we can give information about your absence. Please also leave an address where you may be reached in case of emergency as well as your expected date of return.

### **Airport**

All flights in and out of Barbados are through the Grantley Adams International Airport, located in the parish of Christ Church.

### **Animals**

There are dogs at the Fresh Milk studio and surrounding houses, and dogs and cats at the residency flat. They are friendly and not dangerous. This is a tropical

environment – be prepared to come across insects and animals you may not be familiar with.

## **Archive**

Fresh Milk has been archiving materials from all of our activities since 2011, both online on our website (<http://freshmilkbarbados.com>), social media pages and through biannual reports, with the intention of documenting our impact and output. We also maintain a comprehensive and dynamic reading room with a focus on the contemporary arts. If you have any questions or would like to find specific information about our projects, please ask Annalee Davis or Katherine Kennedy for assistance.

## **B**

### **Bed Linen**

Bed linens and towels are provided at the Fresh Milk Residency Flat.

### **Bedtime**

Please show consideration for other Fresh Milk resident artists and the neighbours who live upstairs of the residency flat. This applies in particular to the volume level of stereo systems, radios and TVs. Please turn your appliances down to moderate volume after 9:00 pm. Please inform Fresh Milk if you are planning a gathering at the flat.

### **Blog**

All resident artists are required to submit a weekly blog post about their experiences, work, activities etc. while at Fresh Milk to be published on our online platform.

### **Buses (public transportation)**

Buses run regularly from two nearby bus stops to the Fairchild Street bus terminal in the capital city of Bridgetown and back.

(i) On the state owned transport board bus (big blue bus with yellow stripe) you can take the Bowmanston or Sargeants Street buses which will put you out at the bus stop just after the Glebe Polyclinic. Walk up the slight incline and take the first right turn into a road marked Valley View – houses on the left, a field of grass and cows on the right. This road will take you into Walkers Dairy.

(ii) Alternately, you can take the Drax Hall or Workmans & Greens transport board bus which will let you out at the stop after St. George's Primary School. Turn back and walk towards the Fresh Milk ArtBoard and up the grassy path to Fresh Milk. Watch out for electric wire fences.

(iii) You can take the van (yellow with a blue stripe) marked Ellerton from the River Road van stand. Same drop off as before.

You may also get any of the above buses and get off by St. George Parish Church (two stops after you come to a large fast food restaurant on your left called Chefette) and walk past the church around a large pasture, past St. George's Primary School on your right, and up the road after the Fresh Milk ArtBoard as directed above.

All fares are \$2.00 per ride. The bus schedules/routes for the big transport board buses can found online here: <http://www.transportboard.com/route-finder/>

## C

### **Car Rental**

If you wish to rent a car during your residency, we recommend [Southern Rentals Ltd.](#), which a number of our past residents have used. The contact person is Mr. Owen Kirton, and he can be reached at [reservations@southernrentalsbarbados.com](mailto:reservations@southernrentalsbarbados.com) or 428-7013.

We recommend booking this as far in advance as possible, especially during peak tourist season (December – April).

### **Check-in/Check-out**

A clean studio space and residency flat, furnished and equipped for one to two persons, is handed over to you when you move in. The studio space and residency flat is to be left clean and in order upon check-out. Please remove all your personal belongings. Furniture or any other equipment that has been removed by you when entering the studio has to be returned before departure. You should leave the studio and residency flat as you found it in the beginning. Should the studio not be left in satisfactory condition and need to be cleaned by the cleaning service, an extra charge of US\$50 will ensue.

### **Church**

The Anglican Church, St. Georges Parish Church, is located in walking distance from Fresh Milk and the residency flat. It houses a painting by American artist Benjamin West called *Rise to Power* from the late 18<sup>th</sup> century. This church is the oldest ecclesiastical building on the island. Services are Sundays at 7:00, 8:00 and 9:15am. It is open daily from 8:00am – 5:00pm.

### **Cleaning**

You are responsible for cleaning your own studio and residency flat. Broom, mop etc., are available upon request and intermediate cleaning can be ordered for a fee

of US\$50. The studio and residency flat are to be cleaned thoroughly before departure. Please take with you all your personal belongings and leave the studio as you have found it when you moved in. This includes all food and art materials.

### **Common Facilities**

The residency flat is co-ed and the bathroom, living room and kitchen are shared between the visiting artists. The Colleen Lewis Reading Room is a resource available for your use and is open to the general public by appointment.

### **Computer Facilities**

Fresh Milk has an Apple-Macintosh desktop with Mac OSX operating system which may be used periodically and by appointment. A combined colour and black & white laser printer with scanner is also available. Wireless access is available for individual laptops (password at the studio: freshmilk. The password at the residency flat is also freshmilk.

If you need to purchase any computer related items during your stay, [DE Computers](#) and [Bajan Best Buy](#) both offer a delivery service for computer equipment and related items.

### **Contract**

Either prior to or upon arrival, every resident receives the Fresh Milk Residency contract. Upon your signature, the residency stipulations are considered binding and official.

## **D**

### **Damages**

Please notify either Annalee or Katherine of any damages without delay so that we can avoid further damages. Especially important are damages dealing with sanitation or electricity. Damages caused by the residents regarding the rooms, furniture, books or equipment at the flat or at Fresh Milk are the responsibility of the resident artist.

### **Dinner**

Fresh Milk is happy to organize a welcome meal at a local restaurant in the first week of residents' arrival to meet some of the Barbadian creative community. All costs are borne by the individuals.

## **Doctor**

In case of serious illness, please notify Annalee, who can organize a doctor's visit if necessary. We recommend the (i) Diagnostic Clinic, Beckles Road, St. Michael. (246.426.5051) and (ii) Bridge Medical Clinic, Charles Rowe Bridge, St. George. (246.435.3621). The nearest state polyclinic is the Glebe Polyclinic which is very close to the residency flat, and our main public hospital, the Queen Elizabeth Hospital, is located in the capital city Bridgetown.

## **Doors**

Please shut and lock the front doors of the residency flat in order to avoid intruders, including cats. Pay particular attention in making sure that all doors are locked at night.

## **E**

### **Emergencies**

In cases of emergency, please call Annalee – T. 435 1952 / M. 230 8897. The local emergency numbers are:

**Police** - 211

**Fire brigade** - 311

**Ambulance** - 511

### **Equipment**

Fresh Milk has a basic tool set including hammer, screw drivers, extension cords, etc. There is an Apple-Macintosh desktop with Mac OSX operating system which may be used periodically and by appointment. If residents have specific needs for equipment, it should be brought with them or discussed with Annalee and Katherine beforehand if you would like something to be sourced locally.

If you are bringing equipment with you that needs to be declared at customs, please be aware that Barbados does not issue carnets. It is advised that you create a list in duplicate, iteming all of your equipment, its value and your flight details to be stamped on exit and re-entry to your country.

For filmmakers bringing equipment, [Film Barbados \(production@filmbarbados.com\)](mailto:production@filmbarbados.com) can lend support upon request in the form of a letter to Barbados customs, which again outlines the equipment you are bringing in and out of the country. This costs \$100.00 BBD, but means that you can avoid any customs charges. All documents must be declared at customs.

## **Events/Outreach**

Some component of public outreach is a mandatory part of all Fresh Milk residencies, whether this takes the form of a workshop, lecture, artist talk, exhibition etc. There is a possibility of hosting a larger public event close to the end of the residency, which can be organized and promoted in collaboration with Fresh Milk.

## **Exit**

At the end of the residency, we will meet with you to ensure that the space is clean and as you found it, all remaining consumables or artist materials from your room, the kitchen and bathroom have been removed, and that all messages and personal contacts are deleted from the resident cell phone when you return it to us.

## **Extension of your Stay**

An extended residency is possible. An application needs to be submitted to Fresh Milk; the committee will then make a decision based upon artistic criteria and availability in relation to previously accepted resident artists.

# **F**

## **Food**

Weekly car trips to the nearest large supermarket (Massy Stores in Haggat Hall) are available on request. There is a smaller store in closer distance to Fresh Milk called The Bridge, which has the option of delivery to the flat (427-5044, indicate you are staying at Barbara and Vere Davis' address, Prendoma in Walkers, St. George). Within walking distance next to St. George Parish Church there is a small co-op where you can buy fruits and vegetables. There are a number of excellent restaurants to suit different budgets in Barbados, feel free to ask Annalee and Katherine if you have any questions. We suggest budgeting about \$150.00 USD per week towards food costs.

## **Fans**

There is a fan in each bedroom at the residency flat. Please be sure to turn off all fans and electrical appliances when not in use, and when you leave the flat.

## **Fire**

In case of fire in the studio or in the house please call immediately the fire brigade under the emergency number 311 and Annalee Davis at 230 8897 or Katherine Kennedy on 828 6129.

## **Furnishings**

The residency flat and the studio are completely furnished. Items left behind after your departure will be removed by Fresh Milk at your expense.

## **G**

### **Garbage**

Each resident artist is responsible for the disposal of their own garbage at the residency flat. Blue plastic garbage bins are at the end of the gap. Place garbage in plastic shopping bags or larger garbage bags and place them securely inside the blue bins so that the dogs do not tear open your garbage and make a mess in the yard.

### **Guests**

Resident artists can invite guests for short-term visits, lectures or collaborations with Annalee's approval. The fee for having an extra person in the residency flat is \$25 US per night.

## **H**

### **Health Insurance**

Resident artists should be sure that their personal insurance covers them for the duration of their residency. Fresh Milk does not have any insurance coverage for resident artists. We expressly recommend you take note of the information concerning the scope of the benefits and the restrictions on your coverage. Residents have to insure themselves.

## **I**

### **Immigration**

When landing in Barbados, travellers are required to complete an immigration form. Use this address: Walkers Dairy, St. George, Barbados BB19193 T: (246) 435 1952 and M: (246) 230 8897.

### **Internet**

The residency flat and the studio have free wireless Internet connection. The wireless network is Fresh Milk and the password is freshmilk – the same for both spaces. Fresh Milk's email address is: [freshmilkbarbados@gmail.com](mailto:freshmilkbarbados@gmail.com)

# K

## Keys

You will receive a key to the residency flat and the Fresh Milk studio upon your arrival. Please return both at the end of the residency. Should you lose either key, please inform Annalee immediately.

## Kitchen

The kitchen at the residency flat is equipped with refrigerator, stove/oven, cook ware and dinner ware. Please make sure to leave the kitchen clean after having used it. At the studio, there is a kettle and some cups, plates and cutlery you are welcome to use, but please bring your food already prepared as there is not a full kitchen facility available for use.

# L

## Laundry

There is a washing machine and clothes line upstairs of the residency flat available for use. The best day to do your laundry is on Wednesday. The use of the machine is free, however residents must supply their own detergent/fabric softener.

## Library

The Colleen Lewis Reading Room is located in the Fresh Milk studio and is a freely accessible library resource with a special focus on the Caribbean and the contemporary arts. The hours for use are the same as the hours for studio access, 8:00am – 7:00pm daily, and the bibliography can be found online here: <http://bit.ly/1mRBE7M>

The books in the reading room are not to be removed from the Fresh Milk studio.

## Lights

Please ensure all lights are turned off when you leave the flat. If you return to the flat after dark and the garage light is on, please be sure to turn it off.

# M

## Mail

The St. George Post Office is not far from the residency flat, and is located in the Valley Resource Centre down the road from St. George Parish Church.

## **Materials**

For some art supplies, there is a store called The Art Hub on Hincks Street and a craft store called Laurie Dash on Bay Street, both in Bridgetown. If you have specific needs, please ask Annalee or Katherine where you might find what you are looking for. All material costs are borne by the artists.

## **Mosquitoes**

Because Barbados is a tropical environment, there are sometimes mosquitoes present which can carry diseases such as dengue fever and the chikungunya virus. Please be vigilant and either bring with you or purchase mosquito repellent (it will probably be cheaper to buy this in your home country), and refrain from leaving any collection of water around the flat for a prolonged period of time, as mosquitoes breed in stagnant water.

## **P**

### **Printer**

There is a Canon Pixma MG3520 combined colour and black & white laser printer with a scanner and a HP D110a printer & scanner available for intermittent use at the studio. If artists are working expressly with a printer, they will need to provide their own ink. The Canon cartridges are 240 and 241 for both colour and black ink, and the HP cartridges are 60 for both tri-colour and black ink. These are all available locally for about \$85 – \$100 BBD each, but will probably be much cheaper if they are brought with you from your home country.

If you need to purchase ink during your stay, [DE Computers](#) and [Bajan Best Buy](#) both offer a delivery service for computer equipment and related items.

## **R**

### **Refrigerators**

Please be sure to empty and clean the refrigerator at the residency flat completely when you move out. There is a small refrigerator at the studio which you may use to store your lunch. Please be sure to clean your items out of the fridge at the end of your residency.

### **Rent**

The residency fee of \$1,000.00 USD per month includes the rent of the studio and residency flat. We require a down payment of 50% of the cost prior to your arrival to

hold your place in the programme, and the balance is payable on arrival in cash (USD or BBD).

## **S**

### **Shopping**

Weekly car trips to the nearest large supermarket (Massy Stores at Sky Mall in Haggatt Hall) are available on request. There is a smaller store in closer distance to Fresh Milk called The Bridge, which has the option of delivery to the flat (427-5044, indicate you are staying at Barbara and Vere Davis' address, Prendoma in Walkers, St. George). Within walking distance next to St. George Parish Church there is a small co-op where you can buy fruits and vegetables. Cheapside market in Bridgetown also has a wide assortment of fruit and vegetables.

The capital city of Bridgetown has a number of stores for clothes/souvenir shopping, notably the large department store Cave Shepherd which has duty free shopping available if you bring your passport and return ticket with you.

There is a mall in Sargeants Village, Christ Church called Sheraton Centre that also has a variety of stores, as well as a multiplex cinema. On the west coast, there is a large luxury mall called Limegrove Lifestyle Centre, which has many high end and brand name stores, as well as a luxury cinema.

For art supplies, there is a store called The Art Hub on Hincks Street and a craft store called Laurie Dash on Bay Street, both in Bridgetown. If you have specific needs, please ask Annalee or Katherine where you might find what you are looking for.

### **Skype Handle**

Fresh Milk's Skype handle is FreshMilkBarbados. Please feel free to add us.

### **Storage Space**

During your residency, you are free to leave and store your materials and work in the Fresh Milk Studio and residency flat, but please ensure that all work and belongings are removed at the close of the residency. If you need advice on shipping options and costs for your work, Annalee and Katherine are happy to help you find a solution.

## **Stove**

Never leave the stove unattended. Please make sure that the burners are switched off when leaving the flat. Flip the switch on the top of the gas tank to turn it on and then turn it off when finished using the stove, as a precautionary measure.

## **Studio**

The Fresh Milk Studio is where resident artists can work during their stay. They may have access between the hours of 8:00am - 7:00pm, and are required to come out to use the space a minimum of four times per week. Also housed in this space is the Colleen Lewis Reading Room, a freely accessible library resource with a special focus on the Caribbean and the contemporary arts.

## **Sunblock**

Please be sure to bring lots of sunblock with you (at least factors 30-50), as the sun can be harsh and sunburn can occur quickly, especially during the early-mid afternoon. It is available locally, but will probably be much cheaper to buy in your home country.

# **T**

## **Telephone**

There is a basic cell phone available for residents to use and share. The number is 257 4353 (if you are giving this number to someone based internationally, remember to include the code +1246 preceding this number). The phone is on a local service provider called Digicel, and can be topped up online at the following link: <https://online-top-up.digicelgroup.com/en-BB/>

The contact numbers for Annalee (230 8897), Katherine (828 6129), Natalie (825 8849) and the Fresh Milk Studio (4351952) are all saved under the contacts. You may treat the phone as yours while on your residency, but please ensure that all messages and personal contacts are deleted when you return the phone to us at the end.

## **Travel Expenses**

All travel expenses are borne by the resident artists, including their incoming and outgoing flights. The cost of local buses is \$2 BBD per journey anywhere on the island, and you can ask Annalee or Katherine for assistance and suggestions if you would like to rent a car during your stay. Recommended private taxis include Sean Harris of Bajan Tours at (m) 230 2462 / (l) 228 6000, or Willie Greenidge of Emmanuel Tours at (m) 824 4254 / williegreenidge@gmail.com

## V

### Visa

Check with your travel agent if you require a visa to enter Barbados or view this site for more information on which countries [do not require a visa](#). If you need a visa you may apply for one [here](#).

## W

### Walking

Resident artists will walk back and forth between the residency flat and the studio. The walk takes between 5-7 minutes.

### Water

The tap water in Barbados can be used as drinking water. It is subject to regular controls.

### Websites/Social Media

Fresh Milk Website: <http://freshmilkbarbados.com>

Facebook: <http://facebook.com/FreshMilkBarbados>

Twitter: <http://twitter.com/FreshMilkBdos>

Instagram: [http://instagram.com/FreshMilk\\_Barbados](http://instagram.com/FreshMilk_Barbados)

Fresh Milk Books Tumblr: <http://freshmilkbooks.tumblr.com>

Fresh Milk Books Facebook: <http://facebook.com/FreshMilkBooks>

### Windows

Please be sure to carefully shut all windows during your absence from the residency flat.

### Wireless Access

W-LAN access is available at the studio and the residency flat. The password for the wi-fi is: freshmilk.

### Workshop Facilities

We can try to arrange further workspace for residents outside of Fresh Milk depending on technical needs. Fresh Milk should be notified in advance if this is a foreseen requirement.

If the resident artist is interested in hosting a workshop during their stay, this can be facilitated in conjunction with Fresh Milk, once we discuss the technical requirements and target audience with which you wish to engage.

## **Who is who at Fresh Milk?**

### ***Annalee Davis, Director***

Overall direction, main focus: artistic and conceptual issues, general networking.

### ***Katherine Kennedy, Communications & Operations Manager***

Responsible for press & public information and internal documentation. In addition, she maintains the website and social media.

Annalee and Katherine are responsible for the coordination of the residencies, organization of events, research and documentation, general running of the space and dealing with any issues that may arise.

### ***Natalie McGuire, Community Programme Curator***

Works on special projects and develops community outreach programmes while engaging in research around alternate educational models

### ***Volunteers and The Fresh Milk Books Team:***

Versia Harris  
Ronald Williams  
Amanda Haynes  
Katherine Kennedy  
Tristan Alleyne  
Natalie McGuire

The Fresh Milk Books Team meets at the studio, maintains the Fresh Milk Books Tumblr site, and is responsible for the upkeep and programming for the Colleen Lewis Reading Room.