

FACILITIES REPORT 2016

Art Gallery of Northumberland (AGN) Cobourg

Location: 55 King St. (Victoria Hall)

Cobourg, ON

Permanent Collection Storage Vault - 2nd Floor

Humidity and Temperature controlled: yes – humidity and temperature readings are monitored on a regular basis

Pest controlled: yes

Security: locked and armed (2 persons are needed to access the vault)

Lighting: fluorescents

Windows: covered with blinds and sealed on edges which prohibits natural light in the storage vault

Fire sprinklers: replaced with updated sprinklers and cages in April 2016

AGN Reception/Exhibition Galleries - 3rd Floor

Humidity and temperature controlled: yes – humidity and temperature readings are monitored on a regular basis

Pest controlled: yes

Security: all entrances locked and armed when Gallery is closed

Lighting: halogen 50 lux track lighting

Walls: ¾" drywall with ¾" plywood backing

Insurance: all artworks and/or artifacts are covered under the AGN's insurance policy while they are on-site

Building Maintenance:

- 1) HVAC system, fire alarms, elevators are all inspected monthly
- 2) Air filters are checked monthly and frequently replaced
- 3) Water sprinklers inspected annually
- 4) Emergency Response Plan in effect
- 5) Disaster Recovery Plan in effect

Elevator Dimensions:

- 1) Internal dimensions: 74" (length), 47" (width), 88" (height)
- 2) Door dimensions: 35.5" (width), 83.5" (height)

ART GALLERY OF NORTHUMBERLAND

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8 Queen Street, **Port Hope**, ON L1A 2Y7 • (905) 885-2115

Entry doors:

- 1) Elevator (west-side)
- 2) Staircase (west-side)
- 3) Staircase (back hallway)

Fire code room capacity:

- 1) Standing space only – 260
- 2) Non-fixed chairs only – 215
- 3) Chairs with tables – 170

Public Safety:

- 1) Fire Exits are clearly indicated and fire routes are posted
- 2) Emergency & Fire Procedures are in place
- 3) Panic button in reception will initiate emergency response
- 4) A defibrillator is accessible on the Ground Floor

Enclosed: Gallery Floor Plan

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