

Attention: Rabbi E.J. Steinhorn

SOUTH AFRICAN JEWISH MUSIC CENTRE

Proposal for new premises at Highlands House

Project to set up physically, and financially secure, a Jewish Music Centre in Cape Town

To provide a permanent resource, information and teaching facility for the community, preserving and representing the great heritage of Jewish music.

The S.A. Jewish Music Centre's activities cover: Consultancy, Education, Performance and recordings.

The Jewish Music Centre needs:

- **a library and archive accessible to the public, housing books, recordings and printed music for reference, as well as historical documents and resources donated from personal collections.**
- **Jewish Music Centre headquarters providing space for the director and staff to carry out their functions effectively.**
- **A retail facility offering CDs, records, books etc. on all aspects of Jewish Music**

Submitted by Fay Singer (Director)

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PHASE ONE

To carpet the choir loft, and instal extra lighting. Instal wall-plugs as necessary. Take measurements for future storage shelves, cupboards, etc.

PHASE TWO

To arrange transport, and to fetch all existing material belonging to the S A Jewish Music Centre, currently in storage in a cellar at Temple Israel (Green Point).

To secure the premises at Highlands House, the small shelf-lined room downstairs, as well as the choir loft upstairs.

To begin the task of opening the boxes (using a team of volunteers) and unpacking contents on shelves. This work may take several months. There are doubles of many 78 rpm records and albums of records. Records with surface scratches, or items which are broken etc. to be discarded.

To appoint a professional person (preferably in a voluntary capacity) to begin classifying and co-ordinating the collection under headings of Yiddish, Hebrew, Ladino, Folksongs, secular music, religious/liturgical music (including hand-written manuscripts by chazzanim), sheet-music published volumes of shul music, Klezmer and Chassidic music, instrumental and vocal music, recorded music on 78 rpm & LP records, on CDs; books.

To acquire a photocopy machine, which would be for the sole use of the Music Centre.

To instal a computer and printer, with two speakers.

To repair or upgrade existing Phillips sound system for the specific purpose of being able to play 78 rpm records and LP records.

To print new stationery with logo, which will also include the logo of the newly-established **Jewish Music Institute**, School of African and Oriental Studies, University of London.

To set up a system of HOW this resource centre could best be used by the community.

To invite all previous donors (where possible) to visit the new premises and to canvass for new donors to help put the Centre on the map.

PHASE THREE

POSSIBLE SOURCES OF INCOME for the Jewish Music Centre:

- Grants from organisations and trusts
- Special Fund Raising events
- Friends' subscriptions
- Advertisements in programmes
- Donations
- Box office receipts from concerts
- Revenue from sale of CDs and cassettes
- Agency fees (commission) for booking musicians/performers

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ESTABLISHMENT OF A JEWISH MUSIC CENTRE, Cape Town

Space required

Library space/ storage area for archive material, to contain desk for research and consultations and meetings

Small area for shop selling recorded, video and printed music and related items

Office space with desk/ workstations, filing etc. for S A Jewish Music Centre

Storage area for CDs, records and tapes

Total Sq.m.

Rent R

Staff required

Director of the Jewish Music Centre

Administrator (full time)

Receptionist/shop assistant (part-time)

Voluntary workers

Staff R

Projected Running costs

Telephone and fax / electricity

Printing and postage

Insurance

Sundry

Running costs R

Estimated initial costs

Furniture, filing systems (second-hand)

Removal costs

Computer/printer/software

Telephones and fax

Initial costs R

Total expenses
per annum R
