

F.I.A.F.

FEDERATION INTERNATIONALE
DES ARCHIVES DU FILM

MEETING OF THE NEWLY ELECTED EXECUTIVE COMMITTEE

RAPALLO, 7 MAY 1981

CONFIDENTIAL

MINUTES OF THE FIRST MEETING OF THE NEWLY ELECTED EXECUTIVE COMMITTEE

RAPALLO 7 MAY 1981

WARNING TO MEMBERS OF EC :

The recording conditions for this meeting were not ideal and there are many sections of the tapes which were undecipherable, so you are asked to check whether any important points have been omitted from the Minutes

ATTENDANCE :

President :	Wolfgang KLAUE
Vice-Presidents :	Raymond BORDE Eileen BOUSER
Secretary-General :	Robert DAUDELIN
Treasurer :	Jan DE VAAL
Members :	Todor ANDREYKOV Guido CINOTTI Manuel CONZALES-CASANOVA Eva ORBANZ Anna-Lena WIDOM
Reserve members :	Cosme ALVES-NETTO Mark STROCHKOV Sam KULA
Honorary member :	Einar LAURITZEN
Executive Secretary :	Brigitte VAN DER ELST
Interpreter :	Jill JOHNSON

Vice-President Davis FRANCIS was excused

Mr. Klaue opened the meeting with a welcome to everyone and confirmation that, in the absence of Mr. Francis, Mr. Alves-Netto as first reserve member had the right to vote.

1 ADOPTION OF THE AGENDA

The following agenda was unanimously approved :

1. Adoption of the agenda
2. Election of Vice-presidents, Deputy Secretary-General and Deputy Treasurer - Confirmation of Commission Chairmen
3. Membership questions : Cinémathèque Algérienne
Filmmuseum München
Reconfirmation Pyong Yang
Exclusivity Rights : art. 104 of the Rules
4. Financial questions : Continuation of PIP
Travel expenses for FIAF members
5. Mexico Congress : Preparation of FIAF Symposium on UNESCO Recommendation
6. Projects : Silent film catalogue
Colorfilm preservation conference
Spanish edition of Handbook
Guidelines for Congress-application
Principles for shipment
Rules for handling nitrate films
7. UNESCO and other international organisations :
 - Information on the meeting with the UNESCO representative
 - Inquiry on archive relations with filmschools
 - Other questions
8. Miscellaneous :
 - Statement on the role of film archives
 - Bulletin
 - Next meeting of the EC

2 ELECTION OF OFFICERS

2.1 Vice-Presidents : Mr. Bordo, Mrs. Bowser and Mr. Francis were elected unanimously

2.2 Deputy Secretary-General :

Mr. CAUDELIN suggested it would be useful to have an European to overcome the problems of distance and proposed Mr. Cincotti. The latter felt he did not have enough experience but was persuaded to accept.

Decision : Mr. Cincotti elected unanimously.

- 2.3 Deputy Treasurer : The treasurer, Mr. de Vaal, proposed Mr. Kula.

Decision : Mr. Kula elected unanimously

- 2.4 Priority of Reserve Members

A decision was required as Mr. Kula and Mr. Strotchkow had an equal number of votes. Mrs. Bowser suggested they should alternate from one meeting to another. Mr. Kula said he would prefer to use the seniority rule and yield to Mr. Strotchkow.

Decision : Mr. Strotchkow is second reserve and Mr. Kula third.

- 2.5 Decision on presence of Commission Members

Mr. Klau pointed out that there were no rules but the Committee should have working principles regarding the presence of Commission Members or Chairmen at meeting of the Executive Committee. In this instance, the question was raised concerning Mrs. Harrison, serving Chairman of the Cataloguing Commission.

Mrs. Bowser felt it was essential for the Chairmen of the Commissions to be able to attend the EC meetings as it was helpful in guiding and setting in the total FIAF context their Commission work.

Mr. de Vaal felt they should only attend when their subject was being discussed.

Mr. Daudelin felt the EC should decide case by case in the light of the Agenda at each meeting.

Mr. Kula agreed with Mrs. Bowser

Decision : The presence of Mrs. Harrison was confirmed for this meeting.
The EC will discuss another time whether to invite Chairmen every time.

- 2.6 Confirmation of Commission Chairmen

i Preservation Commission

Mr. Volkmann advised the New EC that he would retire in the course of the year because of old age and will be proposing a name for his successor.

Decision : Mr. Volkmann was confirmed

ii Cataloguing Commission

Decision : Mrs. Harrison was confirmed.

iii Documentation Commission

Mrs. Bowser advised the New EC that she had been with the Commission since its formation in 1968 and had been Chairman longer than any other Commission Chairman, so she would like to retire and give a chance to someone else. She proposed Milka Staikova from the Bulgarian Archive who is very competent, has long experience with the Commission and is fluent in languages, to take over from October/November 81 (ie once the future of PIP has been determined).

Mr. Klaue asked Mr. Andreykov as Director of her Archive if he approved and he did.

Decision : Mrs. Staikova was appointed from November 81
A formal letter to be sent to her from the EC

3. MEMBERSHIP QUESTIONS

Candidate for Observer status

3.1 Cinémathèque Algérienne

For the benefit of the new members of the EC, Mr. Daudelin summarised the situation since the Lausanne Conference in 79 which Mr. Kareche, director of Cinémathèque Algérienne, had first attended. In view of the delays, he felt it was essential to invite Mr. Kareche to this meeting to reply to any specific questions or doubts that people still might have, otherwise the Archive should be admitted as Observer.

He suggested the confirming letter should contain the following points :

- i The Observer status is granted to the Cinémathèque Algérienne, not the main organisation (Centre Algérien du Cinéma)
- ii Attention should be drawn to FIAF's requirements to give priority to conservation (as was done in the case of Athens)
- iii We should stress the need for proper autonomy
- iv The Curator himself should be the FIAF representative.

Mr. Klaue, who had discussed the application with Mr. Kareche at Leipzig in 12/80, felt such a letter would be helpful to them in asserting the Archive's independence.

Mrs. Wibom said she had been the guest of the Algerian Minister of Culture in 2/81 and had visited the Cinematheque : in her view, it seemed both independent (in separate building) and their activities seemed both typical and viable. They were interested in preservation though happy they had no nitrate film to worry about. There was no 35 mm laboratory they could use (only the Army & TV had access) so processing had to be done in France. However, they were very serious about the construction of vaults and had already sent a construction firm to inspect the Stockholm installation.

Mr. Borde felt he had been one of those responsible for the delay, being influenced perhaps by unfounded remarks from FIAPF. As far as he knew, there had been no difficulties between the producers and Algeria in the last two years, if before.

Mr. Klaue said he had been assured by Mr. Kareche there had been no infringement of rights and all screenings were based on national legislation. Mrs. Wibom mentioned that there was considerable censorship within the country so the Cinematheque's screenings without restrictions were very important to the country. Mr. Kula confirmed that the copyright legislation in Algeria was very different from that in other countries.

Decision : Voted unanimously as Observer
Letter to be written as above

3.2 Filmmuseum München : Candidate for Membership :

Mr. Daudelin reported that he and Mr. Klaue had met with Mr. Patalas and with the other German archives. It appeared that Mr. Patalas had never studied the document of 1961 which had concerned the EC, principally on the question of autonomy. In fact, he felt that as things stood, it would not be the FILMUSEUM or the City Museum but the City of Munich itself that would be the member, as all the staff are employees of the City. He understood that this would present problems for FIAF and looks forward to receiving a formal letter from the EC with the outstanding questions about autonomy and the budget, so that he can use it in his approach to the City.

Decision : Letter to be sent. Filmmuseum remains as Observer meanwhile.

3.3 Reconfirmation : Pyong Yang (National Film Archive of DPRK)

Mr. Daudelin reported that they had not received his letter asking for the financial report and organisation chart, but that it had been established that this archive employed some 70 people. Mr. Klaue reported that, as state institution, they had no financial problems and it was a very solid organisation, much more advanced than many other archives in FIAF. They had excellent facilities for preservation and storage and were now concentrating on documentation and cataloguing; the cinema was also now becoming part of their cultural activities.

Decision : Unanimous reconfirmation.

3.4 Exclusivity Rights : Article 104

Mr. Daudelin reported that there had been numerous complaints and several people had talked to him about breaches of this Article at this Conference.

Mr. Kula suggested it would be useful to send a letter to all Members reminding them of the importance of the Article and the agreements to cooperate that they had signed, especially in the cases of more than one member in one nation, following article 11 of the Rules. He felt there was no need to rewrite Article 104, simply a reminder to observe it.

Mrs. Bowser thought it was too complicated to consider amendments to wording of this or other related Articles at the present meeting of the EC but that members should be circulated and reminded of the present regulations and invited to send any proposals for amendment to the Secretary in time for discussion at the next EC meeting.

Decision : Mr. Daudelin to write to all members reminding them of need to cooperate in accordance with Article 104 and inviting comments/ amendments.

4 FINANCIAL QUESTIONS

4 1 CONTINUATION OF THE PERIODICAL INDEXING PROJECT

Mr. Klaue opened the discussion by recalling that the principal decisions had been taken at the General Assembly but the EC had now to sort out a number of operational details. The following topics were discussed :

London lease

Mrs. Bowser said Mr. Francis had agreed to help Mr. Moulds with the lease negotiations as far as he was able. It was agreed that the lease itself should be signed by the Secretary-General on behalf of FIAF.

Cash flow in 1981

Mrs. Bowser reported that several of the supporting members had expressed their willingness to help with the cash flow during 1981. If the EC agreed, she would write to them all suggesting an invoice should be sent out in the autumn 81 as " Supplementary subscription to PIP " to any member willing to help in this way. She stressed this was purely to help cash flow during the year and was not a contribution to offset any 1981 deficit.

Project Control

Mr. Daudelin pointed out that the decision in Vienna didn't call for FIAF to drop the project, only that it would not be subsidised after 1981. It was acknowledged that FIAF would still need to be kept informed of the project's progress but in addition, the sponsoring group would need regular progress reports and the chance to review policy.

Mr. Klaue summarised the suggested *modus operandi* :

- Editorial policy to be determined by a small sub-commission
- Day to day administration and financial control to be the responsibility of the Editor, working within the agreed budget.
- Administrative responsibility for the project remains with the Chairman of the Documentation Commission, to whom the Editor reports.
- All queries from members of the Sponsoring Group would be addressed to the Commission Chairman in the first instance.

Contacts with Sponsoring Group

Mr. Klaue summarised the meeting's agreement that after the EC meeting in October 81, the Chairman of the Commission should write to the Sponsors; with the following information :

- decisions of the EC re *modus operandi* and Editor's contract
- revised budget 82, based on FIAF model
- notice of financial reports to be sent 3 times a year (before General Assembly, after autumn EC meeting, after year end)
- proposal that 50% of expected deficit should be paid in advance each year to help with cash flow, the remainder after the year end.

- the "deficit" amounts to be invoiced to the sponsors as routine subscription invoice.
- any adjustments at year end to be settled by issue of Credit Notes relating to PIP Subscription, as any non-standard document would provoke administrative complications for the sponsors.
- confirmation that the Chairman of the Documentation Commission has overall responsibility and any problems should be addressed to the Chairman, with copy to the Secretariat for information.
- the sponsoring group should meet every year at the Congress to review and give advice to the project

Editor's Contract

Mr. Daudelin pointed out that the Editor's contract was due for renewal on August 1 and the EC should decide what they wished to add to it regarding his responsibility for project management and reporting responsibilities. Mr. de Vaal felt it would be less onerous for him to send monthly financial statements to the Treasurer on a routine basis, than to have to struggle with longer periods. Mr. Daudelin felt 3 months might be adequate. This should be negotiated with the Editor. Mr. Daudelin suggested it might be simpler to negotiate a new contract to apply from June 1 81.

It was agreed that the contract terms should be negotiated on the basis of the contract drafted by Frances Thorpe and Mrs. Bowser and discussed with the Secretary-General.

4.2 TRAVEL EXPENSES FOR FIAF MEMBERS

Mr. KLAUE said Mr. Edmondson of Canberra had asked if there was any possibility of providing help with travel expenses to attend the FIAF Conferences. This would make it more possible for remote Members like them to be accepted as Conference Hosts, with the knowledge that members would not be prevented from attending because of the cost of travel.

Mr. Klaue felt there were no possibilities in the FIAF budget for such support unless it was decided to hold the Conference every two years instead of annually, or to increase the subscriptions by a large amount. Mr. Kula suggested a third possibility for the record, namely, that the host country government should be encouraged to provide a subsidy.

Mr. Klaue said the issue was rather theoretical at this stage because the number of members attending Conferences was increasing and there seemed to be no apparent problem.

He agreed to talk to Mr. Edmondson again on his visit to Berlin and would raise the matter again in Lausanne if appropriate.

5 MEXICO CONGRESS

Budget and detailed programme preparation

Mr. Klaue confirmed that Mr. Gonzales Casanova should have all details ready for discussion at the EC October meeting so that members can be officially informed and invited immediately after.

FIAF Symposium on UNESCO recommendation

Mr. Klaue said it would be too late to wait till October to plan this and proposed :

- Enquiry among members

Although there was quite a lot of information in member's Annual Reports, they should be invited to report on the legal situation in their own country and on the impact, if any, of the UNESCO recommendation on their activities.

- Obtain legal advice

We would need legal assistance, probably from outside the Federation. We could make contact with the international expert in Lausanne who was consulted previously and we could also ask members if there were any specialists in their own countries who would be willing to advise us, either in writing before the Congress, or by actually coming to Mexico. We should remember that legal experts are very expensive.

Mr. Gonzales Casanova mentioned a national meeting in 6/81 which was being organised on Film & Legislation with the collaboration of the Institute of Legislative Research at the University. This would be an opportunity to find a possible collaborator for the FIAF Congress.

Mrs. Wibom would be glad to seek help from the Swedish Ministry of Culture where they had two experts that were consulted regularly. (One person visits her Archive every two years to explain copyright problems to all the staff)

Mr. Klaue stressed the importance of finding advisors who would be "on our side "

- Responsibility for drafting plans for Symposium

In the absence of volunteers, Mr. Klaue agreed to produce a draft for the next EC of a questionnaire to be sent to members

6 PROJECTS

6.1 Silent Film Catalogue : new edition

Decision : A letter of thanks to be sent to Mr. Ledoux confirming agreement to his proposal to start work on his project with a possible extension to 1935.

6.2 Colour Film Preservation Conference

Mr. Klaue opened the discussion by noting that because of lack of time, this item had not been discussed as hoped at the Technical Symposium the day before. From previous discussions, he felt that many people agreed it was an important idea but would be very complicated to organise, would require support from many sources, and would be expensive. He reported that Mr. Francis felt it should be held in the USA. Mrs. van Vliet had seemed to be interested in giving at least moral support from UNESCO.

Mrs. Orbanz was very interested in the subject but felt it would be more practical to plan a Summer School.

Mrs. Wibom mentioned the annual technical congress held by the Swedish Film Institute which attracted about 800 people. She would like to ask them if they would be interested to organise a 1 or 2-day conference, with contributions from inside and outside FIAF.

Mr. Kula agreed that it would be a large and costly project and must be held in a location where technical equipment was available. He mentioned that FIAT would be interested.

Mr. Volkmann said a year of hard work would be needed to prepare it. He preferred Sweden and Paris as a location as he feared in the US it would be dominated by Kodak.

Mrs. Bowser volunteered to explore the idea with SMPTE and the manufacturers and report at the October meeting.

Mr. Cincotti agreed to find out if the Venice Biennale still planned to host their conference in the autumn. Mr. Klaue told him what had been said at the previous EC meeting about their conference organisation, but said FIAF would attend and participate if invited and if it gave signs of being a serious, well-organised event.

Mr. Strotchkow offered to report on the research in the Soviet Union although as it was a very serious, long-term project, there would not be substantial results before early 1984.

Decision : Mr. Klaue asked Mr. Kula, Mrs. Wibom and Mrs. Bowser to approach the organisations mentioned to obtain possible partners for the Conference. The EC should also bear in mind the possibility of a Summer School (it was too far ahead to decide whether Berlin could host this in 1983)

6.3 Spanish edition of Handbook

Decision : Mrs. Bowser to send draft agreement to Mr. Gonzales Casanova for signature by October 31.

6.4 Guidelines for would-be Congress Hosts.

Mr. Klaue said this suggestion had been made by Mrs. Wibom, and Mr. Daudelie expressed regret that the discussion at the GM had been concerned more with tourist attractions and relative airfares than more professional considerations.

Mr. Klaue said there was no immediate hurry to formulate guidelines as locations for the next 3 years were already agreed. Mr. Kula mentioned that most international organisations were planning from 3 to 5 years ahead.

Decision : Mr. Kula to draft a set of requirements for the next EC meeting.

6.5 Principles for Shipment of Films

Decision : Mrs. Bowser will draft a set of principles, with the collaboration of Mr. Kuiper.

6.6 Rules for handling Nitrate film

Decision : Members to be asked to send to Secretariat copies of their own regulations for handling film inside and outside the archive, together with any national regulations. They will not be translated

7 UNESCO and OTHER INTERNATIONAL ORGANISATIONS

7.1 Meeting with UNESCO Representative at Napallo

Mr. Klaue reported on the very friendly meeting they had with Mrs. Van Vliet, saying the doors were open for many possibilities. He reported on the following :

- Publication of film preservation manual

The contract was signed for this compilation of previous publications to be undertaken by the Chairman of the Preservation Commission by the end of October 81 for UNESCO to publish in 82. FIAF gets \$ 5,000 for their services.

- Regional Conferences in Latin America, Africa & Asia

UNESCO is ready to support and 3 projects are already envisaged :

a) Mexico

It would help UNESCO if Mr. Gonzales Casanova would write to FIAF formally requesting support for the second seminar in Latin America.

b) Mozambique

They want to hold a regional seminar in Maputo, probably in 82. They will send us information when ready, asking for FIAF support and advice.

c) Poona

They hope to organise a regional seminar in 1985 in India

- UNESCO recommendation symposium in Mexico

Mrs. Van Vliet felt it was a little early to hold a public seminar on such a topic but was told it was primarily for FIAF members' benefit.

- Training of Individuals

We were advised on how to get support and the information will be available to any archives interested.

- Summer Schools

Support is available

- Colour Film Preservation conference

Moral support, at least, is available.

- RFI Documentation Centre on Moving Images Proposal

Mrs. Van Vliet felt the proposal was too ambitious (£ 60,000 pa operations, £ 14,000 feasibility study) but felt support could be available for a more limited project. Mr. Klaue suggested concentration on preservation only and Mr. Kula mentioned that Mr. Frank Evans, General Information Program at UNESCO, also felt the proposal was too ambitious, but liked the idea of being attached to an existing Documentation enterprise.

- Special issue of UNESCO COURRIER

Mrs. Van Vliet would be willing to recommend to the Editorial Board a Special Issue on the preservation of moving images. (COURRIER is serious, high quality magazine with worldwide circulation, offering great prestige and propaganda potential). Mr. Klaue asked for suggestions of material, already published or new articles, with illustrations (about 40 pp), to be sent to the Secretariat.

There would be no possibility of editorial control.

7.2 Survey on Archive Relations with Film Schools

Mr. Klaue mentioned that Mr. Pogacic had drafted a questionnaire on this topic but it had not yet been circulated; the EC should decide first how they were going to use the replies before going ahead.

Because of his involvement with CILECT, Mr. Gonzales Casanova volunteered to take over this project, redraft a questionnaire for discussion at the Oct. 81 EC, and report on the results to the GM in Mexico June 82.

7.3 Other

It was agreed to continue with other international organisations (ICA, FIAT, IFLA, IASA), as started at the joint meeting in Brussels (April 81)

Mr. Kula asked if FIAF wanted to make contribution to the ICA project on evaluation of audio-visual materials they were working on for UNESCO; it was agreed that the Working Papers from the Selection Symposium in Karlovy-Vary could be used as guidelines to the FIAF viewpoints.

8 MISCELLANEOUS

8.1 Statement on the role of film archives

Decision : The adopted revised version will be sent to all members as soon as possible, together with the summary of main decisions of the General Meeting in advance of the Minutes.

8.2 Spanish Translation of FIAF publications

Mr. Gonzales Casanova asked the EC to remember that there was very little technical material available in Spanish for Latin American archives who were hungry for material. UNAM was ready to translate and distribute free of charge to their institution mailing list (mostly film archives and institution libraries). Typical print run was 500.

On the "Selection" Working Papers, Mr. Daudelin was uneasy as they did not represent FIAF considered views, simply the spontaneous contributions of individuals to a Symposium. In addition, the authors/Speakers would need to be consulted. Mr. Stotchkov felt this kind of document would be useful for developing countries, provided there was an Introduction explaining that it was simply a transcript from a working session.

Decision The Secretariat to ask the authors if they agreed to Spanish translation in volume with appropriate introduction.

8.3 Bulletin

Query ?? It was agreed in the General Meeting that the authors of articles in the Bulletin should indicate to Editors which items can be used freely and the Editors should use a symbol in the Bulletin to indicate which items can be used freely or which are restricted.

8.4 Next Meeting of the EC

Mr. Klaue apologised to the new EC that, as Mr. Ruache could not stay for this meeting, the previous EC had already accepted the invitation of the Cinematheque Suisse to attend the inauguration of their new premises.

The EC meeting was therefore scheduled for the 16, 17 & 18 October, with possible continuation on the 19th.

0.00

0.00