

MEETING OF THE F I A F EXECUTIVE COMMITTEE

Vienna, Saturday 7 April, 1984

Members	Wolfgang Klaue	President	
	Robert Daudelin	Secretary General	
	Jan de Vaal	Treasurer	
	Raymond Borde	Vice President	
	Eileen Bowser	Vice President	
	David Francis	Vice President	
	Cosme Alves-Netto	Deputy Secretary General	
	Guido Cincotti		
	Hector Garcia-Mesa		
	Eva Orbanz		
	Anna-Lena Wibom		
Reserve Members	Sam Kula	Deputy Treasurer	
	P K Nair		
	Paul Spehr		
Honorary Members	Einar Lauritzen		Absent
	Vlado Pogacic		Absent
	M Svoboda		Absent
	Jerzy Toeplitz		Absent
Commission Heads	Harriet Harrison	Cataloguing Preservation Documentation	
	Henning Schou		
	Milka Staykova		
Executive Secretary	Brigitte van der Elst		
Interpreter	Jill Johnson		

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### Abbreviations used in the Minutes

EC	Executive Committee
GM	General Meeting
!!	Points discussed but not on Agenda

M I N U T E S

1 PREPARATION FOR UNESCO EXPERTS' CONSULTATION

Mr KLAUE pointed out that he was the only person representing FIAF officially, the others attending would be free to express their personal views.

He began the discussion by reading out a list of topics he had assembled in random sequence from previous documents and discussions and asked for comments and further suggestions:

!! Note from transcriber:  
For easy reference, all topics mentioned by Mr KLAUE or suggested in the subsequent discussion have been given a Topic Number.

- T1 Reader on audiovisual or filmarchives (compilation of published but not easily obtainable papers on archive work)
- T2 Register of film, TV and soundarchives
- T3 International survey on implementation of Unesco Recommendation and the current situation of audio-visual archives
- T4 New Technical Symposium
- T5 Pilot archive(s) in developing countries
- T6 Curriculum for training staff in film and TV archives
- T7 Establishment of cataloguing standards, internationally approved
- T8 Regional seminars to be repeated periodically
- T9 Manual on preservation
- T10 Summer Schools in various regions, with teachers travelling instead of participants
- T11 Documentation Center for preservaton and/or film production data bank as aid for preservation priority planning
- T12 Glossary of filmographic terms as basis for international communication (standardisation and computerisation)
- T13 Study on usage of computers
- T14 Study on compatibility of existing computer projects for cataloguing
- T15 Union List of Nitrate Films
- T16 Expert meeting on copyright and rights of archives
- T17 Complete List of lost films
- T18 International List of rediscovered films
- T19 List of Restored Films, updated annually
- T20 Follow-Up Conference on Unesco Recommendation, with possible new International Conference
- T21 Standards for different technical tasks (Preservation Commission)
- T22 Initiation of National Filmographies
- T23 Appeal for free import of film stock for preservation
- T24 Collection of information on oldest cinemas worldwide
- T25 Appointment of programme supervisor at Unesco (to overcome difficulties within present structure to pursue long term programmes)

T26 Regional laboratories (suggested by Mr SCHOU and Mr NAIR; supported by Mr FRANCIS)

Mrs BOWSER felt it was important to assess priorities and ensure that we could actually accomplish what we proposed.

T27 Gifts to New Archives of Portions of their Own Film History

Mr FRANCIS was encouraged by Mrs WIBOM's account of the publicity attending their gift of film to Thailand. He suggested that, in countries where no archive existed, FIAF should seek to obtain from established archives some small package of film relating to that country's history which could be formally presented as an initial foundation of the collection. It could be used as an occasion to attract media attention to the launch of the archive. He felt it was not necessary to find a lot of film as the gift was primarily symbolic; in fact, they could simply collect data on footage that existed without actually transferring it.

Mr SPEHR welcomed point T6 on training, saying they had been reluctant to take trainees as they had no clear-cut programme for the trainers.

T28 Move to make Unesco Recommendation a Convention

Mr KULA made some preliminary suggestions for grouping some of the projects into an integrated programme. For instance, on development, he would link Topics 3, 2, 28 and 25 and thought that, even though it would take a long time, it was worth proposing now that the long term aim should be a Convention which would mean a real commitment from governments.

T29 Basic Tools for Regional Seminars

Similarly, Mr KULA suggested the topics covering provision of basic materials, glossaries and standards, could be grouped together to provide the basic tools for the Regional Seminars and sent out in advance so that participants had some basic knowledge before they arrived.

T30 Provision of Micro-computer Software for Archives

Mr KULA mentioned Unesco had an existing programme for extending the applications of computers and suggested FIAF could provide software programs for handling basic documentation and technical records.

T31 Campaign to sensitise governments to create archives (Mrs WIBOM)

T32 Preparation of Slide Presentation (Mr SCHOU)

Mr SCHOU said the Preservation Commission envisaged a package covering the material in the Basic Manual with prep-prepared texts for the lecturer.

T33 Film on the Importance of Preserving the Moving Image Heritage

Mr KULA suggested the Survey, T3, should be a priority as the last one was done by Peter Morris before the FIAF Congress in 1974.

On T17, listing of lost films, Mr KULA recommended a statistical approach, grouping by regions, countries and periods.

T34 Unesco support in provision of B/W stock

Mr SPEHR felt T26, Regional Laboratories, should have a priority and associated this with the need for international support for B/W and enlisting Unesco help in obtaining supplies (T23). Mr KLAUE felt this could be discussed in the Working Group concerning the development of archives.

Mrs BOWSER felt T23 was a very practical project that needed no budget as Unesco could simply issue an appeal to governments to provide unrestricted import for educational, cultural and non-commercial use.

Mr SCHOU felt it would be useful to do a survey of film stock needs so they could go to manufacturers like Kodak with a figure estimating requirements worldwide. This might help persuade them to produce new, perhaps polyester-based, stocks.

Mr DAUDELIN reported that Mr DE PEDRO claimed film stock was already covered by 3 or 4 existing Unesco Resolutions governing the free flow of cultural goods but Mr KULA believed that raw materials did not qualify. It was agreed that the matter needed investigating.

!! ACTION: Volunteer not identified.

Mr CINCOTTI was concerned about the mechanics of central purchasing and the problems of either waiting for deliveries or having to take such large deliveries that it deteriorated before use.

Mr KLAUE felt Unesco could be asked to urge governments to free passage through customs and avoid price abuses but pointed out there was no possibility for FIAF of getting involved as a party to commercial transactions and the attendant risks.

Mr SPEHR thought T2, Register of Archives, should have a priority and include other institutions and even individuals who were strongly interested in archives.

Mr KLAUE thought it was an impressive list of practical projects: they should recommend as many as possible and see what appealed to Unesco. Mr FRANCIS suggested the emphasis should be on practical, short-term projects which were easily achievable. Mr KLAUE pointed out that T12 and T13, the glossary and the computer study, were already nearly completed.

T35 Unesco support of PIP services and publications

T36 Unesco support of all FIAF publications  
(reminders from Mrs STAYKOVA)

2 MEMBERSHIP QUESTIONS

2.1 Seoul

Mr DAUDELIN and Mrs BOWSER reported they had had a very positive lunch with the delegates of the Korean Film Archive who fully understood the points which needed to be clarified in writing. Mr DAUDELIN would be giving Mr Chung a letter to take home with him explaining the situation. They had brought with them a document which made it clear that they had definite plans for establishing themselves in the very near future with their own organisation, their own budget and their own building outside the Motion Picture Corporation. Membership of FIAF would be of considerable help to them.

DECISION:

Mr DAUDELIN to write and get formal reply in time for decision to be taken in Rome.

2.2 AFI/National Center for Film & Video Preservation

Mr DAUDELIN asked if the EC were satisfied with Mr Rosen's explanations and letter or if they had further questions.

Mr CINCOTTI felt it was clear it was not simply a change of name but also a change of mandate and Mr FRANCIS agreed that the change was so great that the EC should ask who is the member. He and Mr DAUDELIN asked for the US colleagues' views.

Mr SPEHR pointed out that at the moment it was simply a change of location. He felt it better to wait until the new Board was set up and the new permanent Director appointed. Mrs BOWSER confirmed that with Mr Rosen as acting Director they knew the aims of the American archives would be strongly advanced. She thought there might be difficulties in setting up the Board and finding people at the right level, but for the moment she had no questions.

Mr FRANCIS suggested an alternative approach: if one supported the present emphasis on keeping preservation separate but feared there might be difficulties later, surely it was better to put on record FIAF's support of the present situation.

However, Mr KULA felt at the moment there was only a name change and Mrs BOWSER and Mr SPEHR said no more specific information would be available for some time. Mr KLAUE said we could ask for clarification now or at Reconfirmation. In any case, Mr Rosen needed to clarify which mailing address should be used by members so that they can be formally informed.

DECISION:

Mr DAUDELIN to ask for clarification on mailing address and any additional information on change of mandate which could affect their FIAF membership.

### 2.3 Teheran

Mr DAUDELIN reported that he and Mrs VAN DER ELST had had a very cordial meeting with the representatives of the Archive, during which they provided information about the current situation, demonstrated that they were actively concerned in their archive work and wanted to become full Members.

Mrs VAN DER ELST confirmed that a formal letter had already been sent confirming them as Observers and recording the number of years that had been covered by their recent payment.

### 2.4 Istanbul

Mr DAUDELIN reported that they had supplied documentary evidence that the banking transfer had been completed but the address had been vague which presumably accounted for the non-arrival in Brussels.

Mr KLAUE hoped that a good dialogue could be continued, in particular through Mr SCHOU's help with technical questions and Mr DAUDELIN's visit before Rome.

### 2.5 Manila

Mr DAUDELIN and Mr KLAUE had arranged to lunch with Mr de Pedro the next day to stress that he should reply in writing to the outstanding questions.

Further to the previous discussions as to whether they had any films, Mr KULA confirmed that they now had films (apparently some 400 titles sitting on the floor) but he was still not convinced that they were really a "working archive". Mr FRANCIS suggested first-hand reports could be obtained from Mr Seaburn from London, who was going out there in September.

Mr DAUDELIN reported that a telegram had been received during the GM from the other Philippines archive asking for FIAF help in connection with new deposit legislation, implying the producers were angry. Mr KULA reported that Mr de Pedro claimed the producers supported it unanimously and Mr KLAUE confirmed that during his meeting with the Film Academy in Manila, he had had the same impression.

Mr SCHOU raised doubts about the extent of Mr de Pedro's real interest in archiving. Apparently, Mr De Pedro had on several occasions said to the Technical Manager of Colorfilm who was setting up a commercial laboratory in Manila, that "he must learn" but he was always too busy. Mr KLAUE pointed out that Mr De Pedro was simply the manager; he had no technicians yet but was asking Harold Brown to go out to train the staff.

In response to Mr SPEHR who pointed out the volatile political situation and the dangers of the archive's dependence on the controversial Mrs Marcos, Mr KLAUE pointed out that Mr de Pedro was

well aware of their vulnerability to political changes and had covered this in the application dossier. On occasions he had discussions with the film producers against the government and it appeared he was accepted on both sides.

Mr NAIR reported he had had a telephone call from the University Film Center which was desperate for B/W duplicating stock but when he asked Mr de Pedro about the situation, he had said there was no problem for his archive as he had the licence.

#### DECISIONS

- consider dossiers for both archives in Rome
- avoid precise answer to telegram
- take care to assess archives on their merits rather than being influenced by personalities.

#### 2.6 Bogota

Mr DAUDELIN reported that the Cinemateca Distrital had sent an application to become Observers and it would be examined in Rome. It seemed possible that the original Observer, Fundacion Cinemateca Colombiana, which seemed to be rather inactive, would join up with the newer archive.

#### 2.7 Cinémathèque Française

Mr DAUDELIN regretted that Mr Costa-Gavras was again not at the Congress; he hoped to find time to remind Mr Kast of the need to sort out the remaining disputes between the Cinémathèque and various FIAF members before the CF could be considered for full Membership. Mr FRANCIS asked if there was any point talking to Mr Kast as he seemed to spend most of his time in Rome but Mr DAUDELIN had been given the impression that he was responsible for international relations.

#### 2.8 Grouping of French-speaking Archives

Mr BORDE referred to the initiative of the Spanish and Portuguese-speaking archives and reported that the French-speaking archives were, with the blessing of CNC, seeking to meet to explore mutual interests, in particular the search for "lost films". The archives concerned would be: Bois d'Arcy, Cinémathèque Française, Toulouse, Luxembourg, Lausanne, Quebec and hopefully Belgium and others.

### 3 BRIEF ANALYSIS OF GENERAL MEETING IN VIENNA

- arrangement of the hall

Mr DE VAAL opened by recording that he felt it had been very well organised except for the disposition of the tables in rows instead of facing one another which he felt had been responsible for the lack of responses from the floor. Mr DAUDELIN agreed that it had been the congress of the "silencieux" and suggested it would have been better not to have the platform. Mr KLAUE and Mr KULA reported that a round

table arrangement had been requested but the interpreters had wanted to be able to see people but Mr CINCOTTI pointed out that even with the arrangement used half the delegates had their backs to the interpreters. It was felt that in any case members' needs were more important than the interpreters'.

- schedule

Many members (Mr DAUDELIN, Mr ALVES-NETTO, Mr SPEHR, Mr KULA) felt there was not enough free time to relax and meet privately. It was suggested that if 3 days was too long for the GM (and extension to 3 days for the EC) perhaps 5 days could be allocated for the EC and the GM allowing longer breaks for lunches and bilateral relations, with perhaps a limit of one official evening function. Mrs ORBANZ suggested that people would warm up better if the Symposia were held before the GM; Mr KLAUE agreed it was worth trying but if people decided not to come for the Symposia it wouldn't help.

- Commission: Reports and Projects

Mr SCHOU was in favour of a 3-day meeting as it would give more time for Commission members to be available to meet delegates and answer their questions face to face. Mr DAUDELIN felt the Commission Reports were not encouraging responses from the floor as they were too long and too technical.

Mrs WIBOM said she had long been unhappy about the Commission Reports and felt that as the Reports had already been handed out, it would be far more useful to set aside 3 separate meeting rooms for discussions and consultations by interested delegates. She pointed out that in any case it was impossible to absorb the contents of the Reports at reading-aloud speed.

Mrs HARRISON agreed with Mrs WIBOM's proposal but felt a short Report should be given to the GM as well. She felt there was better response when questions were planted (as she had done at Mexico) to get a discussion going.

Mr FRANCIS favoured the idea of a shorter basic Report and then concentrating in detail on one specific project, perhaps at its early stages. Over the years, this would enable members to have a better understanding of both the problems and the benefits to be derived from each project.

Mr CINCOTTI also supported Mrs WIBOM's proposal and felt it would save time overall if they divided into Working Groups and then met for plenary sessions afterwards.

- organisation

Mr KLAUE thought that, with the development of the Federation and the ever-increasing number of participants, it was time to consider whether a change was needed in the overall organisation.

In particular, he felt the method of confirming voting rights took far too long. On the other hand, it was useful for the new delegates to have that opportunity to identify their colleagues. Mr DAUDELIN suggested it might be possible to issue an official card at registration and Mrs BOWSER volunteered to work out a new system for the New York Congress where they were limited for time, perhaps

registering between 8 - 9 am. Mr FRANCIS suggested Mr SCHOU could come up with an electronic invention to speed up the voting for elections.

- organisation checklists

During the discussion, Mr FRANCIS suggested it was time to prepare a leaflet on Congress preparation with checklists to record the many lessons learnt from the past. Mr KLAUE suggested the Bulletin should invite members to come to the next General Meeting with ideas on improving the organisation of the GM so that they had more profitable exchanges of ideas.

DECISION:

- Mrs BOWSER to consider possibilities of extending New York GM to 2 1/2 or 3 days and of speeding up voting procedures, for discussion in Rome.

4 RELATIONS WITH OTHER NGO'S

4.1 Participaton in Congresses

Mr DAUDELIN reported that invitations had been received for FIAF to participate in two Congresses:

- ICA Congress: September 1984, Bonn  
It was agreed that Mrs ORBANZ would represent FIAF
- FIAT Congress: October 1984, Madrid  
Mr FRANCIS will represent FIAF.

4.2 Council of Europe

Mr KLAUE reported that a resolution based on the Unesco Recommendation had been adopted at their 1983 meeting in Delphi. Mr FRANCIS pointed out that it had been drafted by the BFI's Deputy Director and Olli Alho and was in fact slightly stronger although this had not been noticed.

Mrs WIBOM reported it was on the FIAFF Agenda for their Cannes meeting in May which she would be attending.

5 PROJECTS UNDERWAY

5.1 Unesco Courier

Mr DAUDELIN confirmed that he would be meeting Mrs Rödel the next week and they were working to a May 15 deadline. He would mention the absence of the Third World Countries and suggest a possible contribution from Mr NAIR.

Mr DAUDELIN thought it would be a pity to waste the articles which had been prepared but not used and suggested placing them with various cinema magazines.

ACTION

Transcriber's Note: Who ?? which countries ?? publications ??

## 5.2 FIAF Summer School

Mr KLAUE said there were too many nominations so they would have to find a way of choosing who should attend.

## 6 COMMISSIONS

### 6.1 Documentation

Mrs STAYKOVA reported that the lunchtime meeting of the PIP supporters had been disrupted by personal - and successful - lobbying for new supporters.

Rather than continuing the system of "Supporters", they now had two levels of subscription and next year hoped to raise the basic subscription to narrow the gap between the two. Two archives had agreed to transfer to the higher subscription rate and three had agreed to start new subscriptions at the higher rate. Mrs STAYKOVA asked each archive to indicate what formal letter/invoices they required.

Transfer to higher rate	Amsterdam Canberra (to be confirmed)
New subscriptions (at new high rate)	Library of Congress, Washington Rochester AFI (see below)

There was some confusion as to whether Mr Rosen had agreed two subscriptions: for the AFI Center for Advanced Film Studies and the New Center for Preservation of Film and Television. In addition, Mrs Bandy lobby the UCLA Film Archive.

#### DECISION

- The Treasurer confirmed that the £700 requested for a new publicity campaign in 1985 would be available.
- Further financial support to be considered at Rome.  
(ie £870 for printing the revised edition of the FIAF Classification Scheme; £100 for adding accents & diacritical marks by hand to the 1983 film volume.)

### 6.2 CATALOGUING

#### DECISION

The Commission were formally requested to include the Canberra Symposium in their Working Programme.

### 6.3 PRESERVATION

Mr KLAUE reviewed the various topics raised in Open Forum:

OFI B/W Film Stock

Several issues were covered:

- need for data on B/W stock now manufactured
- possibilities of improving quality (eg polyester-based)
- availability of B/W stock in different countries
- details of reasons for non-availability in different countries
- need for statistical information
  - total untransferred nitrate holdings
  - annual requirements of countries unable to obtain stock

Mr FRANCIS felt it was not a problem of persuading manufacturers to produce stock (for instance NFA requirements were generally twice Kodak's minimum order quantity), but of finding ways to help particular countries overcome local government or commercial hindrances.

Mr SCHOU confirmed that the Preservation Commission were already working on the problems of quality (generation tests) and availability (Mr SCHMITT was preparing list) but the political questions were outside their brief. However, for a number of reasons, FIAF was interested to know how much nitrate remained to be copied throughout the world and he felt the needs for B/W stock could be assessed from such a survey. On the technical side for instance, they were keen to demonstrate to Kodak that there was a substantial need in the hope of persuading them to produce polyester duplicating stock.

Mr KLAUE pointed out that information on world needs would not provide an accurate picture of the market for a particular manufacturer: for instance, the DDR could never use Eastman Kodak. Similarly, Mr DE VAAL stressed that there would be considerable difference between the figures for "untransferred holdings" and what the archives had the financial and personnel resources to handle in the foreseeable future.

Mr KULA felt it would be very valuable to go ahead with a worldwide survey to assess how much nitrate was waiting to be copied as it would provide very useful statistical information for FIAF in seeking to get support from Government and Unesco for archive work. Stock availability was a separate issue and the problem was not whether manufacturers would produce but whether they could be persuaded to act to make it available in those geographical areas which were having problems. He felt that when the facts had been assembled FIAF might try to use the prestige of Unesco to call a meeting of the major stock manufacturers to discuss the problems of archives in connection with the needs of the world's cultural heritage and try to find solutions for individual archives which were unable to obtain stock at the moment.

Mr SPEHR pointed out that India and Mexico, for instance, had very real problems. In India, the government blocked imports of 16mm B/W and Eastman Kodak had informed Mr KUIPER that "it was just too difficult" to supply Mexico. Mrs ORBANZ quoted Mr Kahlenberg as saying he has to wait until May 1985 for Agfa deliveries.

DECISION:

Mr SCHOU to draft survey questionnaire for discussion in Rome, asking

for:

- details of total "untransferred holdings"
- full background details of needs and problems of archives in difficulties

#### DF2 Training of Film Projectionists

It was agreed that no training programmes could be provided but Mr SCHOU reported that a number of good books already existed.

#### DECISION:

- Mr SCHOU to prepare bibliography for Bulletin Technical Column

#### DF3 Guidelines on Film Shipment

Mr FRANCIS felt there was a real problem for FIAF as the existing Guidelines did not tally with SMPTE and official industry recommendations. He asked if the Preservation Commission could review the Guidelines and in particular examine the points of difference. If FIAF chose to issue Recommendations which conflicted with industry practice, then it was important for members to be made aware of the differences and the reasons for them.

It was agreed that no attempt should be made to initiate translation into further languages until they had been reviewed. It was also recognised that FIAF could not influence embassies.

#### DECISION:

Preservation Commission to review Guidelines and explain reasons for any differences from recommended industry practice (deadline needs to be agreed)

### 7 FUTURE CONGRESSES

#### 7.1 1987: West Berlin

#### DECISIONS:

- Mrs OREANZ to prepare for discussion in Rome a preliminary report on possibilities for the Technical Symposium, including proposed dates
- Mr DAUDELIN to formally accept Dr Rathsack's invitation
- Mr KLAUE to invite other international organisations for ideas before Rome.

#### 7.2 1988: Paris

Mr BORDE volunteered to liaise on behalf of FIAF with the other French archives to coordinate their preliminary ideas on symposia, publicity and films, in time for discussion in Rome.

## 8 NEW PROJECTS

Mr KLAUE reviewed the other new projects mentioned at the GM:

### 8.1 Polish circulation programme

#### DECISION

At the suggestion of Mr DAUDELIN, the archive will be asked to publish details in the Bulletin.

### 8.2 Establishing Original Versions of Silent Films

With reference to Mr GARCIA-MESA's suggestions in Open Forum, several EC members repeated suggested sources for original intertitles:

- Germany (Mr KLAUE)

Censorship service have records of German versions of all films shown in Germany, including intertitles in German and sometimes also the original language if different. They will supply copies on request.

- USA: New York State Censorship Board (Mr KULA)

Original language and translation of all US releases held in microfilm

- USA: Library of Congress (Mr SPEHR)

Copyright records for hundreds of thousands of films; sometimes also include scripts and titles. Records include some pre-1914 foreign films.

Mrs BOWSER suggested that all countries should be invited to use the Bulletin to publicise details of possible sources.

On the more general topic of establishing the authenticity of original versions, Mr GARCIA-MESA agreed that it would be an interesting though vast topic for the Canberra Symposium on Editorial Restoration. Mr SPEHR thought it would be interesting, quoting as an example the problems of the many versions and later insertions in Biograph films.

#### ACTION:

Mr GARCIA-MESA to liaise with Mr DE VAAL to use Bulletin to invite members to share ideas on information sources.

### 8.3 Collections of national legislation

Mr CINCOTTI suggested some coordination was needed on the project discussed at Toulouse to collect together examples of national copyright and archive legislation. Mr DAUDELIN suggested all EC members should bring copies from their own countries to the meeting in Rome.

#### DECISIONS

- Mrs VAN DER ELST to remind EC Members

- Project coordinator & questionnaire designer: decision in Rome.

9 MISCELLANEOUS

9.1 Telex for Secretariat

Mrs VAN DER ELST to investigate and bring price information to Rome.

Mr KULA suggested word processors should also be considered, perhaps different levels of price/performance, especially now that FIAF was so active in producing publications. Mr KLAUE suggested Mrs VAN DER ELST should make some analysis of the office typing load to see if a word processor was worthwhile.

9.2 Next EC Meeting

No further discussion was necessary.

(Mr DE VAAL celebrates his birthday on November 12)

!! Change of dates

Dates were subsequently changed to:

Arrive Sunday, 11 November; EC meetings, Monday, Tuesday, Wednesday, 12-14 November; depart Thursday, 15 November.

The Preservation Commission is meeting November 8, 9 & 10.