

MEETING OF THE F I A F EXECUTIVE COMMITTEE

New York, 26 - 28 April 1985

Members	Wolfgang KLAUE	President	
	Robert DAUDELIN	Secretary General	
	Jan DE VAAL	Treasurer	ABSENT
	Raymond BORDE	Vice President	ABSENT
	Eileen BOWSER	Vice President	
	David FRANCIS	Vice President	
	Cosme ALVES-NETTO		
	Guido CINCOTTI	Deputy Sec Gen	
	Hector GARCIA-MESA		
	Eva ORBANZ		
Anna-Lena WIBOM			
Reserve Members	Sam KULA	Deputy Treasurer	
	P K NAIR		
	Paul SPEHR		
Honorary Members	Einar LAURITZEN		
	Vladimir POGACIC		ABSENT
	Jerzy TOEPLITZ		ABSENT
Commission Heads	Harriet HARRISON	Cataloguing	
	Henning SCHOU	Preservation	
	Milka STAYKOVA	Documentation	
Executive Secretary		Brigitte VAN DER ELST	
	Interpreter	Jill JOHNSON	

Visitors for specific items

Day 1: Membership	John Kuiper	Rochester
Day 3: Congresses	Ray Edmondson	Canberra: 1986
	Heinz Rathsack	West Berlin: 1987
	Guy Rochemont	Toulouse: 1988 Paris
Day 3: All day	Celia Zaher	Unesco

FINAL AGENDA

Item		Page
1	Adoption of the Agenda	1
2	Approval of the Minutes of the Rome Meeting	1
3	Preparations for the New York Congress	1
4	Membership Questions	
4.1	New Candidate for Observership	3
4.1a	Managua: Cinemateca de Nicaragua	
4.2	Reconfirmation of Members	4
4.2a-d	Moskva, Praha, Stockholm, Warsawa	
4.2e	Milano: CINETECA Italiana	
4.3	Reconfirmation of Observers	4
4.3a-e	Lima, Caracas, Bogota, Brazzaville, Alger	
4.4	Other Membership Questions	6
4.4a-f	Seoul, Milano, Lisboa, Paris (CF), Rochester, Wellington	
4.5	Reconfirmation Procedures	10
4.6	Modification of FIAF Rules	13
4.7	Subscribers	18
4.8	Miscellaneous	19
5	Examination of the Main Points of the Agenda of the General Meeting	
5.1	Report of the President on behalf of the EC	20
5.2	Financial Report	20
5.2a	Balance Sheet at 31 December 1984	
5.2b	Outstanding Subscriptions at 31 December 1984	
5.2c	Problems of obtaining Hard Currency	
5.2d	Budget Proposals for 1986	
5.3	Report of the Cataloguing Commission	26
5.4	Report of the Documentation Commission	27
5.5	Report of the Preservation Commission	29
5.6	Projects and Publications Underway	31
5.7	Relations with Unesco	35
5.8	Future Congresses: 1986-88 (Canberra, West Berlin, Paris)	40
5.9	Open Forum	46
6	Relations with Other International Organisations	47
6.1-5	Round Table of NGO's; FIAF-ICA Agreement; CIFEJ; UCAL; FIAPF	
7	Future Relations with Unesco	50
8	Any Other Business	54

MINUTES

Mrs BOWSER, as host, welcomed everyone to New York. MR KLAUE opened the meeting with a welcome to all present and regretted the absence of MM BORDE and DE VAAL (both in hospital) and Mr TOEPLITZ. He confirmed that two Reserve Members, MM KULA and NAIR were entitled to vote.

1 ADOPTION OF THE AGENDA

The proposed Agenda was adopted with the following modifications and renumbered accordingly:

- Pt 4 Mr KLAUE asked that the preparations for the Congress be discussed as soon as possible, in particular, the situation of the delegation from Pyong Yang who had been refused visas. (new point 3)
- Pt 3 Membership Questions: (new point 4)
 - 3.4 add Lisbon, Paris (Cinémathèque Française), Rochester (Mr KUIPER)
 - add Reconfirmation Procedures
- Pt 5 General Meeting Agenda
 - 5.2 add 1986 Budget
- Pt 7 Unesco: Mrs Zaher, Assistant Deputy Director General for Communication, representing Unesco at the GM, had asked if she might join the EC meeting
- New FIAF 50th Anniversary: added as Working Party had been unable to meet

2 APPROVAL OF THE MINUTES OF THE ROME MEETING

The Minutes were approved.

3 PREPARATIONS FOR THE NEW YORK CONGRESS

3.1 Pyong Yang Visa Situation

Mr KLAUE explained that the North Korean delegation had been refused a visa by the US Embassy in Moscow. He learnt this from two North Koreans visiting Berlin early in April and from a formal letter of protest from the archive at this "political" act, which they had asked should be read out to the General Assembly. He and Mrs BOWSER had tried to get the decision reversed but without success.

Mrs BOWSER explained the many efforts that had been made, starting two years back, to ensure that all FIAF representatives could obtain visas, and stressing the essentially non-political nature of FIAF activities. At one point, the State Department had suggested the North Koreans could be "not invited" and she had stressed that this was impossible as FIAF could not hold a Congress where any members would be denied access. She had

explained that the North Koreans had attended many other Congresses in other countries; while at the Congress, they would be fully occupied and there was no reason for anyone outside FIAF to know they were in the country. The United Nations had enquired about the situation and mentioned that no cultural delegation from North Korea had ever been granted US visas although there had been three sporting delegations. After the refusal, she was advised that the decision had been made in Washington. They had then contacted a number of influential friends of the Museum asking them to intervene but all had been told to keep "hands off". It was acknowledged that there was nothing personal against the delegates in question, simply a political decision against the nation. A Press Conference was scheduled for the newly elected officers of FIAF on Friday but the Museum Press Office was prepared to act sooner if the EC requested.

She concluded by saying that this situation, combined with the refusal of the Cuban delegate in 1969, meant that they could never again attempt to organise a FIAF Congress in the States. She was bitterly ashamed.

In the discussion, Mr CINCOTTI sympathised as he had had similar problems in Rapallo when the same archive had had their visas refused, although they had finally been able to attend the last day of the Congress. He suggested there should be some kind of public protest to show our colleagues in North Korea that we supported them, while not embarrassing Mrs BOWSER and MOMA in their relations with their own government authorities.

Mr KLAUE asked the EC for their view on 4 possible actions:

- draft a cable or letter expressing FIAF dissatisfaction with the State Department's decision, appealing to them to change their decision in the light of the non-political nature of FIAF activities.
- read the cable/letter at the scheduled Press Conference
- inform members of situation at opening of Congress
- circulate appeal from Korean archive.

He recognised that, even if the Government changed its mind, it was now too late anyway for the delegation to arrive in time. Mrs BOWSER was convinced the Government would not change its position but felt we should register our protest as publicly as possible. It was agreed that the EC should in any case send an immediate message of protest to the State Department, and perhaps take further subsequent action on the advice of the GM. Other action was left open.

Decision : Mrs BOWSER and MM DAUDELIN and KULA to draft cable.

3.2 Administrative Arrangements for the Congress

The EC finalised the following arrangements:

- approval of Visitors' List for GM
- approval of formal & informal programmes
- opening speeches; participation of press
- homage to those who died during the year
- allocation of Chairmen to GM sessions.

After the break, the EC approved the text of the cable to be sent to Mr George Schultz at the US State Department.

4 MEMBERSHIP QUESTIONS

4.1 New Candidates for Observership

4.1a Managua: Cinemateca de Nicaragua

Mr DAUDELIN referred to the dossier and Mr GARCIA MESA's report on his visit last summer. Information concerning the foundation and autonomy of the archive was contained in the dossier although there were in fact no copies of any relevant legal documents. It was a national archive, financed by the Ministry of Culture who had signed the commitment to respect FIAF Rules.

The collection was quite small, covering national production, especially since 1979, but 80% of the production before the Revolution had also been preserved, together with documentaries and news material from the Somoza regime. They had about 60 foreign films, mostly gifts from other archives. Relations with other organisations in their own country were excellent and, while there was no document concerning relations with FIAF members, they were represented at the Latin American Seminar in Sao Paulo/Rio last October.

He had no hesitation in recommending they should be admitted as Observers. Mr Vargas, the Director of the archive, would be attending the Congress in New York. Mr GARCIA MESA had nothing to add to his Report which was available in Rome. Mr Vargas had visited Cuba for their Anniversary in February and mentioned that plans were going ahead for a new archive building.

Decision : Voting by show of hands: unanimous.

4.2 Reconfirmation of Members

4.2a Moskva: Gosfilmofond

4.2b Praha: Ceskoslovensky Filmovy Ustav - Filmovy archiv

4.2c Stockholm: Cinemateket/Svenska Filminstitutet

4.2d Warszawa: Filмотека Polska

Mr DAUDELIN recalled that at the Rome meeting it was felt some of the Reconfirmation Dossiers had been too brief. Stockholm, Prague and Moscow had sent the supplementary information requested but there had been no response from Warsaw. He would talk with Mr Witek in New York.

4.2e Milano: Cineteca Nazionale

The dossier seemed very complete and he had no comments to make.

Decision : Unanimous reconfirmation.

4.3 Reconfirmation of Observers

Mr DAUDELIN reminded the EC that at the last meeting the 4 Observers were all in the same position, having been reminded repeatedly that if the outstanding Reports and Subscriptions were not submitted, they could no longer remain as Observers within the Federation.

4.3a Lima: Cinemateca Universitaria del Peru

Mr DAUDELIN reported that a Report had now been received, indicating they were mostly concerned with public showings. There was very little preservation activity and no acquisitions in 1983/1984. The outstanding subscription had been paid.

Decision : Reconfirmed.

4.3b Caracas: Cinemateca Nacional de Venezuela

In spite of frequent requests, the Reports and Subscriptions for the last three years had still not been received and they had made no response to communications from FIAF or their Latin American colleagues. Mr ALVES-NETTO and Mr GARCIA-MESA said that the representative who had attended the Sao Paulo seminar had claimed that the subscriptions would be paid immediately, if necessary "out of her own pocket", but nothing had happened.

Mr KULA suggested the lack of even a minimal Report and response to letters was more serious than any problems they might have in paying the subscription.

Mr DAUDELIN confirmed with regret that in accordance with FIAF Rules they could no longer be considered Observer Members of the Federation. Both the archive and the other members of FIAF would be formally notified. Mr KLAUE referred to the Article 13 on deletion and the need to ask the Members if there were any outstanding commitments.

MM ALVES-NETTO and GARCIA-MESA reported that they had both explained the whole situation to Mr Izaguirre on the phone after the last Congress, in particular indicating the embarrassment of the other Latin American archives at their silence.

Decision : Deletion, with 2 abstentions.

4.3c Bogota: Cinemateca Colombiana

They were in a similar position but at least Mr Salcedo Silva had sent the 1983 Report and written to explain their difficult situation, being a private archive without resources. The 1984 Report and 3 years' subscriptions were still outstanding.

Mr ALVES-NETTO suggested their case should be discussed after the EC had had an opportunity to talk with the delegate from the other Bogota archive.

Decision : Postpone for decision by the newly elected EC in New York.

4.3d Brazzaville: Cinémathèque Nationale Populaire

Mr DAUDELIN reported the last contact had been in August 1982, no subscription had been paid since 1981 and the Reports were more than 2 years behind, in spite of frequent reminders from the Secretariat. A final warning of deletion had been sent in accordance with the EC decision in Rome. The 60 days had now elapsed and there had been no response. Mr KLAUE reported he had personally tried to contact them but in vain.

Decision : Brazzaville to be removed from the list of FIAF Observers.

Statutes and Rules

On a point of clarification of Article 15, Mr KLAUE pointed out that after deletion a member could be automatically reinstated if the subscriptions were submitted within two years. Mr FRANCIS suggested that in the revision of the Rules consideration should be given to referring to Reports

rather than making the status dependent only on payment of Subscriptions.

4.3e Alger: Cinémathèque Algérienne

Mr DAUDELIN reported that no report had been received from them this year so a letter of reminder would have to be sent before they could be reconfirmed.

4.4 Other Memberships Questions

4.4a Seoul: Korean Film Archive Incorporated Foundation

Mr DAUDELIN referred to the letter circulated by Pyong Yang arguing against membership of Seoul, but saw no reason for the EC to reconsider its decision in Rome, nor to mention the letter to the GM.

Mr KLAUE and Mr NAIR both felt that as Pyong Yang would not be able to attend the GM and make any intervention personally, perhaps it would be fairer to mention it, even though it was not relevant to the decision.

Mr CINCOTTI pointed out that it was not an objection from an archive in the same country so he did not see any reason for it even to be mentioned. Whatever the Rules, Mrs BOWSER felt the special circumstances of the North Koreans' absence meant that their letter should at least be mentioned. Mr KLAUE felt that any member had the right to intervene on any application.

Decision: Mention of letter at GM with statement of EC's views.

4.4b Milano: Cineteca Italiana

Mr DAUDELIN referred to the letter from Mr Comencini dated 5 December 1984 referring to abuses of Article 102, mentioning in particular the Danish Archive and the Cinémathèque Française.

Mr CINCOTTI reported that after the last revision the Italian archives had defined a procedure which was generally working satisfactorily. However, the Cinémathèque Française never asked any archive permission to show in Italy. In the case of the Danish Archive, they had in fact written to Rome about their plans for showing films in Verona and Milan and he had suggested they should approach Milan instead; they had agreed but had apparently not done so. When Mr Comencini complained to the Danish Archive he had been told that it was not them, but another Danish cultural organisation which had been involved.

Mr FRANCIS asked if any formal complaints had been made to the Cinémathèque Française by any of the Italian archives. Mr CINCOTTI explained that they were aware of the situation but they had no details of specific incidents to complain about.

Decisions : Put Article 102 on the Agenda for Open Forum, giving all concerned the opportunity to take the floor, warning them in advance. Invite new EC to consider further action (eg a circular letter to all members and observers) after hearing the discussion.

4.4c Lisboa: Cinemateca Portuguesa

Mr DAUDELIN reported that Mr de Pina would be making an appeal to various FIAF Members familiar with his archive to put in writing their respect and support for it. The government was considering reverting to the pre-1980 situation and re-integrating the archive with the Institute of the Cinema, which posed a considerable threat to their autonomy and their financial resources.

He pointed out that their Annual Reports showed that under the new team the archive had made spectacular progress in its five years of independence, in the area of public showings, publications and preservation. Mr DAUDELIN suggested members of the EC should meet with Mr de Pina to see if it would be useful to recommend that the new EC should send a formal letter of support from FIAF.

Decision : MM DAUDELIN and ALVES-NETTO to meet with Mr de Pina and report to the new EC.

4.4d Paris: Cinémathèque Française

Mr DAUDELIN reported that the Secretariat had received a letter from Mr Ledoux, dated 25 March 1985, stating that no progress had been made in the last two years, regarding the 17 titles which disappeared in the 1959 fire. Mr Ledoux had recently met Mr Latarget of the CF who was cordial but apparently had no intention of getting involved in past disputes.

He understood that no progress had been made either in the material owed to East Berlin and felt it was important for two members of the EC to meet with Mr Latarget in New York to warn him once more that these and any other outstanding questions would need to be settled before they applied to become full Members.

Mrs WIBOM reported that she had been planning with CF a major showing of 100 Swedish films but had warned them that she would withdraw if there

were no signs of reciprocity. She had also raised the question of 14 French films which CF still owed them. They had said they were willing to start exchanging films but they had no files on films owed to other archives. She confirmed that they did not seem interested in the past and suspected there was still considerable antagonism between the staff of CF and FIAF. She mentioned for example that they resented having to apply to NFA for permission to send films to the Edinburgh Film Festival. Mr Anatole Dauman, the Secretary General of CF and a friend of hers, had promised to raise the matter with MM Latarget and Costa-Gavras but she had heard nothing since.

Mr GARCIA-MESA said they had been trying for many years to arrange a major French retrospective in Cuba and finally received only 4 films through the Embassy in spite of numerous requests. Last year he had sent a circular to all FIAF members in connection with his planned Exhibition on the work of film archives and a list of films which he hoped could be offered on loan. He had recently received from the French Embassy a brief message from the CF saying that, "due to reorganisation" they were unable to reply to his questionnaire or look at the list of films.

Mr FRANCIS felt his complaint was somewhat different as the original arrangements were made by a third party: the archive was involved because they had received a complaint from the owners of equipment lent for an exhibition at the Palais de Chaillot.

Mr KLAUE pointed out that all the work to prepare the ground for CF to rejoin FIAF had been done by FIAF itself, with no action on CF's side. He felt a final warning should be given to CF to stress that it was their responsibility.

Mr DAUDELIN reported that CF had actually returned some films to Toulouse and the two archives were now actively exchanging films.

On a point of clarification raised by Mr KULA, it was agreed that neither FIAF as a body nor the EC was formally involved in the situation; it was entirely up to individual members to determine their own stance.

Decision : MM DAUDELIN, KLAUE and Mrs WIBOM to meet informally with Mr Latarget.

4.4e Rochester: Film Department, International Museum of Photography

Mr KUIPER joined the EC meeting after lunch to supplement his written Report on recent, more encouraging developments. They would now

receive an endowment for the first time for annual operating costs, through the gift of a building in San Fransisco from Kodak which they could sell, possibly for \$18-20 million.

He expressed his appreciation to FIAF members for their interventions on the archive's behalf and asked if FIAF could now send one or two letters to the trustees, first in congratulation, mentioning particularly the importance of film collecting and preservation, and, second, stressing the safeguarding of autonomy.

Decision : The outgoing EC to write a letter of thanks to the trustees and the new EC a letter regarding autonomy. Mr Kuiper to draft.

4.4f Wellington: New Zealand Film Archive

(Discussed out of sequence on Day 2, when Mr Schou joined the EC meeting)

Mr SCHOU commented his Report on his 2-day Inspection Visit to the archive where he met some 30 people from the film and television industry, including all the archive's trustees and members and the Minister for the Arts and Internal Affairs. There seemed to be an excellent relationship with the entire film community, film-makers and the government.

Some people had been concerned that the archive was a non-governmental body so finance was not secured; however, they had a high public profile and had obtained funds from the government, the Lottery Board and from private individuals. One advantage of being outside the government was that Jonathan Dennis, the Director, could initiate direct personal contact with the Minister.

He had concluded his report by confidently recommending that the New Zealand Film Archive be welcomed as full Member. After only four years it had established itself as one of the most active in the world; most members of FIAF have been in contact with it and are aware of the quality of its work. By admitting them, FIAF would gain an enthusiastic new member committed to high standards of film archiving.

In response to a question from Mr DAUDELIN on their preservation facilities, he mentioned that in his report he had recorded some concern that the Archive was dependent on the National Film Unit of New Zealand for its preservation facilities. They had an excellent Film Preservation Officer but he was actually on the staff of the Film Unit. The Film Unit and the Archive shared the same vaults although the collections were separately colour-coded to distinguish preservation from viewing copies. When they were set up they had inherited 1million feet of nitrate from the Film Unit. The Unit was subsidising the Archive by paying for the storage,

air conditioning and laboratories.

In response to Mr KULA, he confirmed that they had allocated about a third of their budget (NZ\$80,000) to preservation work, although unfortunately priorities were such that the NZFU had only been able to do about NZ\$35,000's worth for them.

Mr FRANCIS reported that both Jonathan Dennis and Clive Sowry from the Film Unit had trained with the NFA in London and it had always been the intention that Sowry would transfer to the Archive, once they had more resources. Both he and Mr SCHOU felt that the staff in the Archive and the Film Unit were fully alert to the importance of preservation and the present arrangement simply reflected the most convenient for funding purposes.

Mr KLAUE asked if there were any comments or objections, reminding the EC that they had already voted in Rome in favour of accepting the Archive as full Members, subject to a satisfactory Visit Report.

Action: Mr SCHOU to circulate Visit Report to EC.

4.5 Reconfirmation Procedures

Mr DAUDELIN presented a six-page draft questionnaire he had devised to simplify the Reconfirmation Procedure. He had introduced some questions beyond the requirements of Articles 2 & 3 to give a more rounded picture of the situation in different archives.

Later in the discussion he stressed that it was not proposed as a substitution for the requirements of the Articles in question (the relevant documents were still needed); he saw it as presenting a useful bird's eye view of an archive to simplify the work of studying the full dossiers.

Mr NAIR felt everything required by the Articles should be covered in the Questionnaire so that members could work from a single document.

Mr CINCOTTI suggested the same questionnaire could be used for the initial application to become a Member of FIAF. There had not been time to reflect on the individual questions but it seemed at first glance that there were some they could not reply to. For example, Q7 would need an additional category "Other" to cater for options like recruitment by public competition.

Mr FRANCIS would like to have seen a request for more information on

finance, sources (government and non-government) and earnings.

Mr GARCIA-MESA said they had worked on a similar questionnaire in Mexico for archives who wanted to join the Latin American organisation. He agreed with Mr CINCOTTI that the questionnaire should also be used for the initial application for membership.

Mr KLAUE felt the discussion should be confined to Reconfirmation as it had not been checked against the Rules to see if it was suitable for the original application as well. For example Q15 referred to the quantity of films whereas for the original application a full list was requested.

Mr NAIR felt one should not ask for information that had already been made available. Mr KLAUE agreed one should avoid duplication but pointed out that circumstances might change, which was the reason for the Reconfirmation Procedure every five years. It was suggested that the questions should be re-worded to give respondents the opportunity to indicate "no change".

Mr FRANCIS felt it was very useful for archives to have to record all the information every 5 years. It was especially valuable if the archive was part of a larger organisation as the person in charge may well have changed during the 5-year period and it provided an opportunity to discuss the archive and its activities with the new person.

In the detailed discussion, the following suggestions were made:

- Q3 add "international"
- Q4 ask for changes and, if any, copy of relevant documents
- Q5 needs "Please describe the relationship"
- Q7 add "Others"
- Q8/9/10 delete

Mr DAUDELIN explained that these questions were not intended as "police enquiries" but to help the Federation build up a picture of the actual freedom of action of its members. However, after considerable discussion it was felt that although they might be interesting they were not relevant to the question of Reconfirmation and might unduly disturb some Members.

- Q14/20 standardise on terminology re "conservation/restoration"

Mr FRANCIS and Mrs BOWSER felt it would be misleading to put all the "conservation" activities under one heading in Q20, particularly as FIAF was interested in encouraging all three separate components of conservation.

Mrs HARRISON asked that Cataloguing should be included as well as Documentation.

Mr FRANCIS suggested a supplementary on Distribution. Mr SPEHR pointed out that some definitions might be needed: eg did Distribution mean rental or include sales?

- Q15 Mr SPEHR suggested simplification of categories: Fiction: Long/Short ; Non-fiction: Long/Short.

Mr CINCOTTI suggested simply Long, Short, Cartoon and Newsreels. He pointed out that there could be additional Long films besides Fiction and Documentaries so it was better to use Non-Fiction.

He also suggested fifth column for 10,000 +.

Mrs BOWSER said they used Fiction, Non-fiction, Unclassified. ("Unclassified" was used for experimental films, etc.)

It was agreed to adopt Mrs ORBANZ' suggestion: Long, Short.

Mr SPEHR noted there was no question on the proportions of national and foreign production.

Q19 Mr GARCIA-MESA felt the question was difficult to answer: most of their restoration was done in house but they sometimes sent work outside.

Mrs BOWSER felt the second part of the question was irrelevant to the question of Reconfirmation.

Q20 Suggested revision to 5 lines:

1 Preservation; 2 Restoration; 3 Acquisitions; 4 Public Projections, Publications, Exhibitions; 5 Documentation, Cataloguing.

Mr FRANCIS and Mrs BOWSER suggested the percentages would be more informative if based on the budget after staff & running costs had been deducted. Mr SPEHR pointed out that his staff and running costs were in any case part of the general Library budget.

Mr KULA said he had no costs apart from staff & running costs: they were running into problems of accounting terminology.

Q21 delete "exchange of personnel"

Q23 Add Mr FRANCIS's question re sources of finance and earnings, including request for Balance Sheet as specified in the Rules.

Mr KLAUE took up Mr NAIR'S point that the Questionnaire should be revised to include everything that was required by the Rules. Mr KULA developed Mr DAUDELIN's approach, suggesting that the questionnaire should have an introductory paragraph saying something like "In addition to the requirements of Articles ..., you are required to complete this Questionnaire" and explaining that the questionnaire had been introduced because previous submissions had been incomplete. He did not see that it mattered if there was some duplication: the formal reports would be much more detailed than the Questionnaire could be as they would reflect the individual circumstances.

Mr KLAUE suggested that it might be better to reword the Questionnaire so that it referred to each point of the relevant Articles in turn, so that one could avoid duplication but at the same time ensure the information was complete.

Decision: Pass to the new EC for further consideration. Mr DAUDELIN to incorporate amendments discussed so far. The proposal to revise the Reconfirmation Procedures to be raised at the Members Only session of the GM.

4.6 Modification of FIAF Rules

Mr Cincotti reported that it was difficult to suggest changes in the Rules because one first needed clarification of the corresponding Statutes. He therefore began with a list of Articles in the Statutes that he felt needed examination, although some for minor changes only:

2, 5, 8, 9, 10, 22, 24, 25, 26

Article 5

He felt that all Observers were "eligible" as full Members. He felt the phrasing had remained from the time when there were three categories of membership. He mentioned the Cinémathèque Française as an example. He mentioned in passing that he personally had not supported the idea of eliminating the category of "Candidate Member".

Article 8

The text reads that the EC "accepts or rejects the candidates. Its decision must be approved by the GM." He felt these phrases were contradictory. If the GM had to approve, then the EC could only "recommend".

Article 8b

With the increase in membership, he suggested the Reconfirmation of Observers should occur every two years instead of every year.

Article 9b

The translations do not match: peut = can or may; English text says "shall" which means "must". He acknowledged that the French text was the official text but did not know which was the intention.

It had been agreed earlier in the meeting that the reasons for "deletion" should be "non-payment of subscription and/or non-submission of Annual Reports". The amendment needed to be made in the Statutes and the Rules.

Article 10b end

Text now ends "...soit voter son expulsion"; need to change to "voter sa radiation ou expulsion."

Articles 22 & 10a

Article 22 requires an Arbitration Jury in all cases; Article 10 suggests the EC can take action without a Jury.

Article 24

He pointed out the Members and Observers were not individuals but organisations, they could not therefore "die" as implied by this Article.

Article 25

He pointed out that the French had a grammatical error and should refer to "l'adhésion à une autre organisation internationale..". The English text was correct.

Article 26

The French text says requests for changes originating from a member require 6 months' notice before the GM and there is no notice period for EC proposals (.. Ces propositions émanant d'un membre..). The English text does not make this distinction ("Such propositions..")

Regarding the Rules, he mentioned only:

Articles 2 & 8

Need to clarify whether inspection visit needed for Observers. He felt it would be simplest to add an appropriate phrase to Article 8.

He had not addressed the suggestion of Mrs BOWSER that there should be an Election Committee for the EC elections.

He stressed that when changes were made it was essential to study all the Articles in both sections to ensure no further discrepancies existed or were being introduced.

Mr KLAUE mentioned two further items:

- procedure in the case of "non-reconfirmation",
as for example with Istanbul
- possible regional representation on the EC

On the latter point, he mentioned as an example that Latin America and Asia were beginning to have a large number of archives, yet, as long as election to the EC was done on a personal basis, there was no guarantee that they would be represented on the EC. There had been regional representation in the past but it had been discontinued some twenty years ago because there were regional representatives for regions where there were very few members. In any case, it had not necessarily been very appropriate as the regional representatives had been elected by the whole membership rather than the members from the region concerned.

Mrs BOWSER felt the regional distribution of FIAF members would change over the years so it was probably not appropriate to change the Statutes or Rules. She felt the EC should be able to make proposals in accordance with the situation on each occasion.

Mrs WIBOM said she had put forward the idea of an Election Committee many years ago but it had been rejected. However, she would like to revive the idea as the Election Committee could work on such problems. From her recent visits to Asia, she was particularly aware of their need to have closer contacts with FIAF. She suggested one should also study the possibilities of regional sub-divisions of FIAF because of the cost of travel to "whole world" meetings.

Mr ALVES-NETTO felt one could introduce a category of "invited members" to the EC, if the elections left the EC unbalanced. However, he felt in the last 10 years, a natural balance had emerged, certainly for Latin America. Mr KLAUE pointed out that the power to co-opt members already existed.

Mr DAUDELIN preferred Mrs WIBOM's approach as the invited member would not have sufficient status as a voting member of the EC. The GM tended to vote anyway for those nominated by the EC so he felt an Election Committee could ensure the right balance.

Mr KULA said he felt some members saw it as undemocratic to have a list of names prepared in advance by an Election Committee: he did not understand this view as the list was not closed nor guaranteed acceptance. He felt the EC was already operating like an Election Committee on an informal basis. He felt regional representation presented a problem regarding delegation of authority or responsibility, given the fact that members belonged to the EC in their own right as individuals. The International Council on Archives (ICA) had a system under which the Chairmen of the Regional Bureaux were automatically on the EC but he felt this was too complicated for FIAF, certainly at this stage in its development.

Mr KLAUE felt the delegation of regional responsibility to individuals on the EC was similar to the delegation of other specific tasks to EC members. He had mentioned on several occasions that with the increasing number of members, projects and activities of FIAF, the existing load on the principal officers would in any case have to be shared more widely. He felt it was necessary to consider a major restructuring, both of the Secretariat and the Federation's whole method of operating. He also favoured the idea of an Election Committee as the existing system was only applicable to a much smaller organisation. The work of the principal officers, and the rest of the EC, required more and more time so nominations should not be accepted lightly.

Mr FRANCIS had the impression that, according to the Rules, all the officers were able to delegate except the Treasurer. Although there was a Deputy, there seemed to be no provision for responsibilities to be

delegated to him, or indeed anyone else.

Mrs WIBOM returned to the question of the widely scattered membership and particularly the interest of several Asian archives to set up a Regional Bureau, hopefully with the help of Mr NAIR. With limited resources, they would find it more attractive to attend an annual Regional Meeting with Seminars dedicated to their specific concerns, rather than the full Congress. Did FIAF have the time, money, capacity to encourage and contribute or should it be simply left to local initiatives ?

Mr GARCIA MESA said that at the moment he was not sure what would be best for Latin America. The archives there had been discussing the urgent need to agree on some sort of regional organisation to replace UCAL, which for a number of reasons had not been very fruitful in the last 8 or 10 years (no activity and only occasional informal meetings at Film Festivals in Havana or Rio or Unesco seminars). The FIAF members in Latin America had just met in Mexico and discussed UCAL but decided that, as many UCAL members were not present, decisions should be postponed until they could have a more representative meeting at the next Film Festival in Rio. Meanwhile, they had decided to form a loose association with no legal status, to agree on a number of practical tasks, as for instance, the circulation of film retrospectives, the exchange of experience, personnel or documentation, etc. They had also prepared a mutually agreed text to define their plans to co-operate together. If FIAF wanted to have regional divisions, then they would have to decide whether to revitalise UCAL, to have their own independent regional organisation and/or to operate as a division of FIAF. He would like to discuss the question with his other Latin American colleagues when they arrived in New York. Now that FIAF was much more active and had more active support from Unesco, it might be more appropriate to set up a regional organisation within FIAF.

Mr ALVES-NETTO was not so keen on regional divisions: he felt the growth in Latin America had been partly due to their possibility for having direct contact with the Secretariat. Once you had a regional headquarters you would lose this direct link. He felt it would probably be better to have regional co-operation on an informal basis, independently of FIAF.

Mr FRANCIS suggested what he felt might be a more satisfactory and effective alternative to insisting on regional representation on the EC. Instead of selecting Congress locations on the basis of invitations received, FIAF should adopt a specific policy to ensure that Congresses were distributed more fairly in different regions of the world, if necessary with subsidy from FIAF funds. The topics of the Symposia could then be planned in accordance with the local needs.

Mrs BOWSER warmly supported both Mr FRANCIS' idea and also Mr ALVES-NETTO's support of regional groups functioning in parallel with FIAF but without official status within FIAF. This is what had been happening for some time with the North American archives. Once one introduced regional representation on the EC, one took power away from those who were not the regional representatives and reduced their access. In addition, it could present difficulties for many archives in obtaining funding to attend FIAF Congresses as the authorities could say the archive was already represented. Although she was against regional representation, she was very much in favour of supporting regional activities; she felt the well-established archives in each area should be encouraged to initiate regional groups.

Mr SPEHR warmly supported this view and spoke of how the North American group had extended its meetings to the Canadian archives and, on occasions, to the Mexicans. They had a lot of flexibility but no structure, rules, or budget; the only disadvantage was that they had no official collective "voice". He thought a structural relationship with FIAF would be bad but it would be useful for such groups to have some way of communicating with FIAF.

Mr NAIR welcomed both proposals: regional meetings and FIAF Congresses in the regions. He felt there was a great need for frequent regional meetings, either under the auspices of FIAF or Unesco, as there was greater possibility of tackling the issues that were really important at regional level; also, as already mentioned, many archives could not afford the longer trips to the FIAF Congress.

Mr KLAUE summarised the main discussion points:

- ensure that regions with many archives are adequately represented in the EC
- encourage regional meetings, exchange of experiences and co-operation, but without setting up local bureaucracies.

Mr ALVES-NETTO said it had been more useful for the Latin American region to have representatives on the EC rather than have FIAF representation in Latin America. Archives had started growing in Latin America since that representation on the EC. He stressed again it was important to maintain regional balance on the EC.

Mrs WIBOM was very interested by the different views which she would find useful in completing her report for Unesco on her visits in Asia. Everywhere there had been an urge to find ways to become "better archivists" which was very encouraging and it was a pity for FIAF not to

be able to respond. They have a lot of hope in FIAF and Unesco. She had been discussing this with Mr Arnaldo of Unesco and she felt it would be very useful for the new EC to discuss it with him too.

Mr SPEHR suggested the general topic of regional meetings would be a useful for Open Forum, including a review of the different informal groupings which already exist.

Mr NAIR suggested a system of regional representation on the EC could be introduced, which reflected the number of member archives in each region at each election period.

Decision : Mr CINCOTTI to introduce at the session for Members Only, mentioning the problems discussed and inviting comments and additions. The new EC to set up a Working Group to examine and put forward proposals at a future Congress.

4.7 Subscribers

Mr DAUDELIN and Mrs VAN DER ELST explained there had been some misunderstandings about the status of Subscriber, in particular the case of SMPTE (Society for Motion Picture and Television Engineers) who had wanted to become Subscribers and assumed that, in addition to receiving information about FIAF activities, they were automatically invited as Visitors to the Congresses.

Mrs BOWSER pointed out that most of their senior members and especially their officers tended to represent commercial organisations and she was not sure if other FIAF Members would be happy at their presence. She had had to explain to the SMPTE President that he could not attend the Congress in New York.

Mrs ORBANZ recalled that in the original discussions the feeling had been that they would not want to exclude interested people from the Symposia. Mr KLAUE stressed that they could certainly apply to become Visitors at FIAF events but participation at the GM was subject to approval of the host archive, the national member and the Secretary General. On a point of clarification, Mrs VAN DER ELST was advised that, according to the formula adopted, Subscribers like the United Nations should not be invited; FIAF should leave it to them to apply to be invited.

Mrs WIBOM mentioned that she realised after the Stockholm Congress that there had been four people from SMPTE had attended, brought in by her own lab people. One of them happened to be Vice President and is now

President. Mrs BOWSER mentioned that Peter Williamson on her own staff was a member of SMPTE.

In response to Mr ALVES-NETTO, Mrs VAN DER ELST mentioned other applications to become Subscribers had been received, including one most recently from the National Center for Jewish Film.

Decision : Add a clarifying phrase to the Subscriber application form.

4.8 Miscellaneous

4.8a Enquiries

Mr DAUDELIN reported that enquiries had been received from:

- **Irish Film Institute**
There was a campaign to start an Irish Film Archive.
Mrs Riddick would represent them as a Visitor at the Congress.
- **National Center for Jewish Film**
Applied to become Subscribers
- **Southern Methodist University, Dallas, Texas**
Requested information
- **Cinémathèque Albert Kahn, Paris**
- **Bibliothèque Nationale, Département de la Phonothèque Nationale et de l'Audiovisuel, Paris**
Mrs VAN DER ELST had sent information to both and advised MM Borde and Schmitt.

4.8b Change of address: Deutsches Institut für Filmkunde

Mr DAUDELIN reported that the official headquarters was now in Frankfurt and members had been informed. Mrs ORBANZ clarified that the film collection and archive was nevertheless still in Wiesbaden.

End of Day 1

5 EXAMINATION OF THE MAIN POINTS OF THE AGENDA OF THE GENERAL MEETING

5.1 Report of the President on behalf of the EC

(This was discussed out of sequence in the afternoon)

Before the draft was reviewed page by page for additions and corrections, Mr KLAUE asked for general comments on the topics covered and the following suggestions were made:

- Black and white stock problems

Mr NAIR noted that there was no mention of some of the burning problems of archives, like, for instance, that discussed at the Unesco Experts' Meeting and elsewhere and raised particularly by the Latin American archives, the non-availability of black and white stock, especially for duplicate negatives. He felt it should be highlighted to bring the problems to the notice of the manufacturers. Mr KLAUE pointed out that it had only been mentioned as a problem in a few of the Annual Reports but was happy to include it. He could also refer to his exchange of correspondence with Orwo who were still making high quality black and white stock which was widely used by European archives.

- Fires

In response to Mrs WIBOM, Mr KLAUE recalled that the only fire in the year had been at Tokyo which was not a member archive. He mentioned in passing that Mr Maruo's presence in New York was one positive result of the fire.

- Missing Films

Mr ALVES-NETTO thought it would be interesting to include the discovery of the Brazilian ethnographic films in DDR.

5.2 Financial Report

5.2a Balance Sheet at 31 December 1984

In the absence of Mr DE VAAL, the Deputy Treasurer, Mr KULA, commented that the Federation was in a healthy position. Mrs VAN DER ELST reported that the Auditor had pointed out that the accumulated balance, in addition to the Reserve Fund, was now 3.638.792,- Belgian francs (about 55,000 US\$) which could well be liable to tax. In response to Mr FRANCIS, she explained she was not sure if they were liable to tax on the full amount or only on any interest earned. In Belgium, income was taxed but not capital. The balance was currently earning 7% interest.

The EC discussed various possibilities, including methods to obtain higher interest rates, if the money was not immediately allocated to projects and special reserve funds like, for example, developing countries and the 50th Anniversary. Mr FRANCIS suggested it might be possible to avoid tax altogether by holding the money in London where there was already an operating company which could be shown to be making a loss. Mr KULA pointed out that there were several separate issues:

- i the "mechanical problem" of finding an appropriate re-designation of the surplus so that it did not attract tax in Belgium
- ii consideration of whether FIAF should be less conservative and consider re-deploying the surplus to seek out higher interest rates. For this, we would need expert advice.
- iii the possibility of moving the funds to another country
- iv the possibility of allocating the funds to specific projects

Mr KLAUE suggested that the new EC should take the decision but in any case the task of the Federation was not to accumulate funds but to spend them in the interests of its stated objectives. They had many options: a further increase in the allocations to the Commissions or the Congress, opening a new Developing Fund to help new archives with specific needs. If the money was not seen to be usefully allocated, then the membership might ask for a reduction in the annual subscriptions.

5.2b Outstanding Subscriptions at 31 December 1984

Mrs VAN DER ELST gave information on changes since the list on page 4 had been prepared. Of the Members, Madrid and Rio had recently paid; Bucarest had written to say they could not pay the subscription and needed a further extension in accordance with Article 77. It was agreed that a further extension should be granted but that the archive should be notified in writing that, in accordance with the Rules, they could retain their membership but would lose their Voting Rights at the Congress.

Action: Mr KULA and Mrs VAN DER ELST to meet with the Archive representative to seek ways FIAF might help them, before drafting the formal letter from the Treasurer.

5.2c Problems of obtaining hard currency

Mr ALVES-NETTO reported that he thought the problems of exporting money from most of the countries of Latin America would increase. He suggested that Bucaresti probably had a similar problem: no shortage of local funds, simply the impossibility of exporting money. He asked if FIAF could set up some mechanism to enable archives in this position to pay the

subscription in their own currency, perhaps into a local FIAF fund which could be made available for, for instance, developing archives in that part of the world.

Mr KLAUE felt FIAF should not get involved in so-called "exceptional cases" as so many countries could then claim they had similar difficulties. Mr ALVES-NETTO pointed out that he was not suggesting any special favours, simply searching for a solution for FIAF to have access to money which the Archives concerned wanted to pay. FIAF had already agreed that it wanted to help establish and support new archives in developing regions; if, for instance, there were a local Latin American fund for subscriptions that could not be converted into "hard currency", FIAF could draw on it whenever it wanted to help new archives in that region. Alternatively, the individual archives could pay the money direct: his archive in Rio, which could not easily obtain the currency to pay its subscription to FIAF, would have no difficulty in sending the same amount of money to, say, Caracas if FIAF wanted to help them in some way.

In response to Mr KLAUE's point that the archives should make their own arrangements, he pointed out that only FIAF could decide which developing countries should receive such "diverted" subscription monies.

Mr CINCOTTI felt the archives without currency restrictions could perhaps help on a bilateral basis. As example, he suggested that if the archive in Brazil had some Italian films and was willing to copy them, then it could bill the Italian archive for the copying costs but ask that the money be paid to the Secretariat to cover outstanding subscriptions. Mr ALVES-NETTO agreed, but such bilateral arrangements could be agreed without FIAF intervention. He was concerned with cases where bilateral possibilities could not necessarily be identified. Archives with currency problems would not always have films that other archives wanted; on the other hand, FIAF's developing archives policy meant that they would probably be wanting to put money into those same regions where there were currency restrictions.

Mr KLAUE was keen to keep a single budget as long as possible. He said many international organisations had run into difficulties once they had introduced compromises and "this was the end of many international operations of these organisations".

He suggested that in the case of Roumania they should either seek a bilateral arrangement or provide a service for FIAF for the equivalent amount. The problems with Poland had finally been resolved and he felt the case of Roumania could be settled very easily if they had had the same interest to resolve it.

Mr ALVES-NETTO asked that the problem be referred to the new Treasurer. He reminded the EC that the External Debt of Latin American countries had already reached astronomical proportions. National restrictions would get worse and cultural organisations would be the first to suffer.

Mr GARCIA-MESA suggested a mixed solution: bilateral arrangements where possible, but the Treasurer should also be asked to explore how FIAF could help in special cases. For the bilateral arrangements, he felt it would be useful if the initiative came from the archives that were able to export hard currency and willing to try and help. They could perhaps write to the archives in difficulties inviting exchange proposals.

Mrs ORBANZ felt it would be useful if the archives concerned could study the FIAF Project List to identify specific FIAF projects they were able to finance.

Mr CINCOTTI suggested his proposal went beyond a straightforward bilateral arrangement. If the services rendered exceeded the annual subscription, then the surplus could be used, either to pay several years' subscriptions of one archive, or the subscriptions of several archives.

Decision : Recommendation to the new Treasurer to be open and flexible to new arrangements to settle subscriptions, with members utilising their ability to provide services to FIAF itself or seeking bilateral arrangements with other members.

5.2d Budget Proposals for 1986

Mr KULA explained that the rise in staff salaries and corresponding social security costs was due to the increasing burden being placed on the Secretariat. Staff costs now reflected more accurately the reality of time being spent: 1 x 3/4 and 1 x 1/2 time compared with 1 x 1/2 and 1 x 1/4 paid previously. Mr DE VAAL had recommended that in addition the salaries should be increased to reflect the ever-increasing responsibilities of the Secretariat. Mr KLAUE, Mrs ORBANZ and Mrs WIBOM supported this and Mr KULA reported that a study was being made to compare salaries for comparable work, in Brussels, for international organisations.

In response to Mr CINCOTTI, Mrs VAN DER ELST explained:

- the staff had to pay their own personal tax on the amounts shown
- the first salary was based on an equivalent full-time salary of 65,000 Belgian francs per month, the assistant's on equivalent to 55,000 full-time

- she was entitled to a retirement pension from the State but nothing from FIAF
- there was no special fund for paying compensation, should FIAF wish to fire any of its staff

Mr CINCOTTI felt the salary costs were ridiculously low at the moment and there should be a major increase in addition to any routine cost of living increases.

In this connection, Mr KLAUE mentioned that Unesco was offering an \$8000 contract to FIAF in connection with the survey into the implementation of the Unesco Recommendation. This would include the cost of obtaining a word processor which would be needed for this project but could be used for other FIAF work. The EC would need to consider the possibility that additional help might be needed.

Mrs VAN DER ELST mentioned that the Budget had not been submitted to the members the normal one month in advance of the GM as the Treasurer felt it important for the EC to have the opportunity to review it first.

After the break, Mrs VAN DER ELST was asked to remain outside. Mr KLAUE quoted salaries from advertisements for what he called "comparable jobs" (in 000's Belgian francs per month):

- qualified secretary of an insurance company 52
- top executive secretary in the chemical industry, knowledge of 3 languages 70-80
- executive secretary of international bank, Dutch mother tongue, fluent French, English, 60-65
- experienced secretary of service company 65-70

Mrs WIBOM felt that the jobs were not comparable as they all referred to secretaries working for an individual, not someone like Mrs VAN DER ELST who was in fact the Federation's Executive Officer, responsible for organising all her own work, that of her assistant, and liaising internationally with many organisations inside and outside the Federation. She had become particularly aware of the burden being placed on the Secretariat when she organised the Stockholm Congress: she had been on the phone to Brussels daily with numerous requests, some requiring considerable work. Mrs VAN DER ELST had always been extremely helpful and took on many responsibilities and she felt it was time that FIAF recognised this and, in addition to any salary increase agreed, gave her a bonus in appreciation of the considerable services she had rendered in the last 14 years. Mr GARCIA-MESA added that she had been particularly helpful to the developing archives who also very much appreciated that she had found time to improve her Spanish which she now spoke quite fluently.

Mr FRANCIS felt one should establish a salary scale with regular increments so that her salary was not considered in such a haphazard way. Mr KULA agreed and felt there should also be a cost of living adjustment mechanism. He and Mr DAUDELIN both felt bonuses presented problems and suggested it would be more satisfactory to set a realistic salary scale.

Mr DAUDELIN felt the differential between the two salaries failed to reflect Mrs VAN DER ELST's much more significant responsibilities. Perhaps a five-year scale could be established, starting now at 70,000.

Mr CINCOTTI agreed that the salary should be increased and there should also be automatic cost of living adjustments. He was not enthusiastic for bonus but suggested instead that the salary should be increased retrospectively, say to 1 January 1984. Mr KLAUE confirmed that Article 72 gave the EC power to do this.

Mrs ORBANZ agreed the salary should be increased to 70,000 but suggested that in addition an attempt should be made to reduce the burden on Mrs VAN DER ELST by providing additional help, perhaps a second person working 3/4 time. Mr KLAUE felt one should keep the second person working to the existing hours for the time being.

Mrs WIBOM welcomed the proposals but still felt the outgoing EC should find a way to express its appreciation for her work.

Decision : Mrs VAN DER ELST's salary to be increased to 70,000 Belgian francs, backdated to 1 January 1984. The new EC to be asked to consider a new 5 year-scale.

Mr KULA formally advised Mrs VAN DER ELST, expressing the EC's warm appreciation of her services to the Federation over the past 14 years.

5.3 Report of the Cataloguing Commission

Mrs HARRISON reviewed the Reports prepared for the EC and the GM and there was discussion as follows:

A New publications

- She circulated sample copies of the three new documents and described plans for encouraging members to contribute to updates. The EC welcomed their attractive design and approved the suggested prices.

B1 Union Catalog

- Texts were submitted for approval by the EC and would be produced in English, French and Spanish.
 - Mrs VAN DER ELST will coordinate with Mr Holman to complete the country code list.
 - Mrs ORBANZ asked for clarification of procedure for titling foreign films when the original title was not known. It was felt the Observations heading should be used for such information.
 - To encourage participation, use would be restricted to participants.
 - The cards would be distributed from the Secretariat to ensure standardisation.
 - Mr CINCOTTI queried the use of capitals as it could introduce problems with accents, etc. Mrs HARRISON explained that the Commission wanted something that would work with a simple computer system.
 - Mr SPEHR felt the Catalog could be particularly useful to locate "lost films" and hoped there could be some kind of standardisation to avoid the problems that occurred with Embryo. Mrs HARRISON explained that the Commission had felt they could not delay the project until the standardised rules were agreed, but the NFA in London would be taking responsibility for editing before the cards were sent to Brussels.
 - Mr FRANCIS pointed out that the NFA was keen to do the work as soon as possible as later they would be fully involved in transferring their own records to computer.
 - Mr NAIR pointed out that nitrate films were being produced well into the 1960's; also some films were part nitrate, part safety stock. It was agreed that the dates could be omitted.
 - Mrs BOWSER felt there was no need for the Commission to spend more time trying to clarify details. The cards were only for initial reference, not for publication or filmographic purposes, so information (eg "date" and "title") was indicative only. Mrs HARRISON confirmed that the plan was to make the card as simple as possible as the enquiring archive would in any case need to go to the holder of the stock to get further details.
- Decision:** Mrs HARRISON to advise the GM of progress but not to circulate the documents at this stage. Mr KLAUE suggested she should ask for a show of hands on who would expect to participate in the project.

B2 Cataloguing brochure

The EC thought there would be no problem in finding the money for this in the 1986 budget.

B5 Genre Terms

Several members felt it was a waste of time to attempt a standardised list but acknowledged that it could be useful to collect information and review terms in use in different archives.

C Commission Membership

Mrs HARRISON expressed the warm appreciation of the Commission for Mr KLAUE's contributions over the years but Mr KLAUE felt it was inappropriate to accept the suggestion that he should be "honorary ex-officio member". He was unhappy at the idea of setting such precedents; he had done no more than Mrs BOWSER for the Documentation Commission for example. Mrs BOWSER said the best gift on retirement was the freedom to think about other things !

Decision : Mr Günter Schulz approved as the official new member, replacing Mr KLAUE.

5.4 Report of the Documentation Commission

Mrs STAYKOVA reviewed her Report which had been distributed several months previously. Only new information is recorded below.

1 PIP

They thought the collaboration with St James' Press would be very useful for promotion of PIP publications in Europe and America but unfortunately they would not handle the micro-fiche service so more efforts were needed to promote it, especially among American institutions.

They were grateful to the two new supporters in Amsterdam and Canberra but regretted that the two new American supporters had not been able to make the promised extra contributions.

The "supporters" system had been agreed in Rapallo for a period of 5 years: they were now in the 4th year but the supporters were still needed. She was not sure that the 10 or so supporters who had been willing to pay extra to ensure the continuation of the service would feel it reasonable that they should continue beyond the 5 years to pay more than others who were getting the same benefits. She feared that, as there was a surplus from the annual subscriptions, they might demand that some of the surplus be allocated to the PIP instead of asking the supporters to continue with their subsidy of other members.

Mr KLAUE pointed out that not all FIAF members benefited from the PIP service. Mr KULA pointed to the history of the project and the understanding that eventually the project should be self-financing.

Mr SPEHR felt that, rather than seeking continuing subsidies, the sooner the full costs of the project were invoiced to users the better. Mrs BOWSER felt that for the vast majority of the supporters the extra costs were worthwhile but she agreed that some might want to withdraw at the end of the 5 years: she felt this should be anticipated by raising the basic subscription price rather than asking the supporters for even more.

In response to Mr KLAUE, Mrs STAYKOVA reported she had no firm information about contractual arrangements with St James's Press but she had been told at one time there were 300 orders. They had high hopes from coverage of the US market. Mrs BOWSER pointed out there was no question of a regular publishing contract, they were simply distributing in return for a discount. Mrs STAYKOVA said that when they had the results of the first year of cooperation with St James' Press, they would be in a better position to decide what to do about the supporters in the coming years. At the GM, she would encourage more archives to subscribe to the microfiche service: only 10 more would make a substantial difference.

Mrs WIBOM asked that advance warning should be given of any proposed increase for the basic subscription or for the supporters. Mrs STAYKOVA pointed out that the basic subscription had already been increased for the non-supporters.

Mr FRANCIS recalled that a new lease would need to be signed around September 1986, by FIAF as the only legal entity involved.

Mr CINCOTTI made two points:

- he felt that if the subscription was to be increased, it should also be increased for the supporters, thus effectively reducing the additional contribution they were paying in subsidy.
- he had always been puzzled by the fact that FIAF supported all its other publication projects, yet only the PIP project was obliged to be self-financing. This seemed particularly strange as in his opinion it was FIAF's most important and most useful service.

Mr KLAUE explained that, if required, Mrs VAN DER ELST could provide details of the financial history of the project: FIAF expenditure on it in the past had been considerable and there had been a fear that PIP would eventually consume the total budget of the Federation which was obviously not acceptable, especially to those not interested in using the service.

Mrs STAYKOVA pointed out that at that time FIAF was afraid of running into deficit because of the PIP, which was no longer the case. Mr KULA said that PIP had been in danger of consuming more than 50% of the FIAF budget and if the trend had continued, none of the other projects undertaken by the Commissions could have been supported. In the last 3 or 4 years, there had been a significant increase in other projects. The project was still being supported with loans and occasional grants.

2 International Directory of Cinematographers, etc.

Mrs STAYKOVA added that two more volumes would be ready for the publishers this year: "Other European Countries", "Additions and Corrections to Volumes 1-5"

3 Revised Edition of FIAF Classification Scheme

She mentioned the major investment of time in the classification scheme (point 1.3): the Editorial Committee had met 3 times in 8 months and there had also been a Classification Workshop, all of which had put considerable strain on the Editor, Michael Moulds.

She added that the new publications would cost less than anticipated as it may be published by Aslib.

7 Meetings

Decision: the EC approved the appointment of two new Commission members, Mr Ron Magliozzi (MOMA, New York) and Mr Rui Brito (Lisbon).

Participation of Latin American archives in Commission Work

At the close of this Agenda item, Mr ALVES-NETTO asked if the Latin American archives could be represented in the Commission work. Both Commission Chairmen present welcomed the idea, Mrs STAYKOVA suggesting they might start by joining as experts on working groups. Mr KLAUE mentioned that the Preservation Commission was already considering the matter.

5.5 Report of the Preservation Commission

Mr SCHOU opened by taking up the last point, saying that the next meeting in New York would be attended by Mr João Socrates de Oliveira from Sao Paulo. Following that meeting, he would decide whether to recommend that he formally be invited to join the Commission.

He then reviewed the Report he had prepared for the General Meeting and

there was discussion of two points:

2.1 **Volkman document**

- Mr SCHOU reported that the text, including the video section received from Mr KULA end March, was now ready, except for the index.
- In response to Mr FRANCIS, he confirmed that the text had been edited for language and some technical errors corrected but all of the original sections had been left in.

2.2 **Technical Manual**

It was agreed that the Technical Manual would be free to Members, Observers and Subscribers. A charge would however be made for additional copies of the binders. This would avoid possible problems of copyright which might occur if the contents were sold. Mr KULA reported that the SMPTE would not normally object to reproduction of their material, for non-commercial use. It was confirmed that in all cases of reproducing material from elsewhere, written permission would be obtained and the source acknowledged.

Re a possible classification scheme (para 2), Mrs STAYKOVA suggested they should refer to the Documentation Commission who had published a relevant document.

Recognition of services rendered to FIAF

Finally, he asked what might be done for FIAF to honour Harold Brown on his official retirement from the NFA.

This had been discussed informally in Rome where it had been felt that Honorary Membership was complicated and not appropriate so some alternative should be sought. Mr KULA recalled that discussion had been extended to consider ways of honouring, not just Mr Brown, but others in the future. Mr KLAUE referred to an earlier proposal of Mr POGACIC that FIAF should have its own medal for honouring individuals for services rendered. (Mr Volkman had been made an Honorary Member but there had been a concern not to devalue the honour by having too many.)

Mr FRANCIS pointed out that although Mr Brown had retired from the NFA, he was still working for FIAF as a member of the Preservation Commission. He felt therefore there was no immediate urgency.

Action: Recommend to the new EC to identify some method of honouring contributions to FIAF, perhaps with a medal.

5.6 Projects and Publications Underway

The EC checked that information was available on each project for the GM. Where the "Project Manager" was absent, Mrs ORBANZ would report at the GM unless alternative arrangements were made.

5.6.1 Embryo

Mrs BOWSER said that Ron Magliozzi of her staff would give a verbal Report. The Slapstick Identification Seminar had been an enormous help for the project.

5.6.2 Silent Feature Films Catalogue

In this case, Mr DAUDELIN would report on behalf of Mr Ledoux.

5.6.3 Rapallo Papers

Mr CINCOTTI passed the completed transcriptions to Mrs VAN DER ELST. There were some queries on Mr BORDE's paper which would be sent to him. There were about 100 pages, in French, English or Italian. There was one document in English by an anonymous Russian which had been distributed in Rapallo and would be included as an Appendix once they had identified the author.

Decision : The print order would be for 250 copies.

5.6.4 Stockholm Papers

Mr KULA reported these were already in proof stage for publication as a special issue of the FIAT Bulletin within the next 60 days.

At a later point in the meeting, Mr SCHOU asked that it should be made clear for the record that FIAF managed the transcription and editing of the film section of the Technical Symposium, while FIAT did the television section.

5.6.5 Vienna Papers

Dr Fritz confirmed in February the Oesterreichisches Filmarchiv is ready to produce versions in German and English, if FIAF will revise the English version and handle the printing (250 copies). The manuscript should be ready within 2-3 months.

5.6.6 Bibliography of FIAF Members' Publications

Mr KULA would distribute a routine status report.

5.6.7 International Bibliography on the Cinema (Bucharest)

Mr KLAUE reported he had no information at all. If Mr Paraianu did not appear in New York or report any progress, he suggested it should be deleted from the list of projects.

5.6.8 Bibliography of Catalogues of Equipment

Mr DAUDELIN reported he would give a verbal Report for Mr Veronneau who would be arriving after the GM.

5.6.9 New Edition of Handbook

Mrs BOWSER reported that the last date for drafts was Spring 1985, not 1986 as indicated in the Bulletin. Text had already been received from Cataloguing and Documentation was nearly ready. They were ready to go ahead as soon as texts were complete.

5.6.10 Glossary of Laboratory Terms

Mr SPEHR reported he hoped to pass the second revision to Mr SCHOU later this year.

5.6.11 FIAF Bulletin

In response to Mr KULA, Mrs VAN DER ELST and Mr KLAUE were both happy to confirm that Mr DE VAAL could continue as Editor.

Mr KLAUE raised again the question of whether the Bulletin should be available outside FIAF. He felt there were no secrets and it could be offered to those interested in the Federation's work.

Mr DAUDELIN felt the EC Reports should not be available to outsiders and Mrs BOWSER felt some reports of films found should remain confidential. Mr FRANCIS felt it should be restricted to members and Mr DAUDELIN preferred that the question should not be re-opened at the GM. Mr KULA pointed out that if one wanted material to reach a wider audience, separate arrangements could always be made, for instance via individual Archive publications. Mrs ORBANZ recalled that it had been agreed previously that individual items could be signalled "restricted" or "non-restricted". Mr FRANCIS suggested a compromise whereby the issue after the Congress (which had no EC Report) could be made available more widely, but not the others.

Mr KLAUE suggested one of the Editorial Board should in any case introduce a discussion on the Bulletin, inviting members for their comments and suggestions. Mr DAUDELIN agreed to do so.

5.6.13 Statistics on Film Archives' Activities

The EC discussed at length the revised draft prepared by Mr KULA, dated 29 March 1985.

Mrs ORBANZ didn't like Questionnaires: the Book of Reports was very interesting and already provided the information requested in the questionnaire. She suggested it might be a problem for some archives if they were obliged to answer the questionnaire point by point rather than presenting a report in their own way. If introduced, it should be optional.

Mr KLAUE disagreed with Mrs ORBANZ and said many archives did not submit precise information on things like acquisitions and preservation activities. At various stages in the discussion, he, Mr KULA and others stressed that the Questionnaire should in no way be considered as a replacement for the Annual Reports which would always be needed to give additional and more informative details.

Mr FRANCIS and Mrs WIBOM felt the new version was still far too complicated and would take too long to complete. Mrs BOWSER repeated what she had said at a previous meeting: the questionnaire would present different problems to different archives, depending on the kind of statistics they already kept. She felt it was useful to try and keep useful statistics but suggested that the only way was to introduce it gradually, taking one area at a time. She and Mr KULA agreed that there was an increasing trend for archives to supply statistics in their Reports but there was still a long way to go and they were far from being in a form that would enable world-wide statistics to be calculated.

Mr CINCOTTI said he was not normally in favour of questionnaires but felt this one could be extremely useful and was strongly in favour of it. He felt the new draft was extremely clear and easy to complete (He felt he could complete it for his own archive in less than an hour.) He agreed that it should not replace the Annual Reports and archives should be encouraged but not obliged to complete the questionnaire if they chose not to.

In supporting this view, Mr SPEHR felt the information requested was much more useful than that he was being asked to produce for his own authorities. The Public Service figures (Section E) might be difficult to track precisely but approximate figures were useful in identifying trends of demand. He would find the new questionnaire a useful document in discussions at home on the importance of the archive's work, nationally and internationally.

Mr FRANCIS queried the term "prints of archival quality" which he felt was a contradiction in terms.

Mrs WIBOM felt that if the questionnaire was adopted, then the requirements for the Annual Report would need to be amended to avoid duplication. Mr KLAUE felt there would be no need to repeat the statistics in the Annual Reports but it would be useful for the archives to give details of major acquisitions, important discoveries, sources, other cultural activities, etc. (Mr NAIR made a contribution inaudible on tape)

Mrs ORBANZ felt 27 questions was excessive and one wouldn't feel like producing an Annual Report as well. Mr FRANCIS agreed there were too many questions (eg Section B) and reverted to Mrs BOWSER's suggestion of a gradual implementation.

Mr CINCOTTI felt one should not prolong the discussion of details by the EC (he had some changes to suggest) but decide on the principle. He was strongly in favour of introducing the Questionnaire as the first part of the Report, to be followed by commentary and information which could not be reduced to statistics.

Mr KLAUE felt one could arrive at a compromise by drafting a complete questionnaire but asking for phased implementation, perhaps over some 3 years. It was important however that people should be warned in advance of the types of statistics which FIAF felt it would be useful to collect in the long term. Certainly, different archives would have problems with different parts of the questionnaire initially, depending on what information they were currently collecting for their own purposes.

The EC agreed in principle to introduce the questionnaire, step by step, and began to review it in detail.

QQ1-8 headings:

Mrs BOWSER suggested "New Prints" as alternative to "Prints of archival quality" but it was felt simpler to combine columns 2 & 3 under one heading "Prints"

Mr FRANCIS and Mr DAUDELIN pointed out that videotapes and cassettes had no archival value but Mr KULA and Mr KLAUE felt it was simply an indicator of acquisition policy.

Mr FRANCIS felt information on "Additional Material" was unnecessary. Mrs BOWSER saw it as a precaution to avoid double counting of acquisitions but felt double counting could be avoided by a note.

Mr CINCOTTI then suggested the details of the questionnaire should be discussed outside the EC by a Working Group which should include representatives of those opposed to its present form.

It was agreed that it was principally an amendment to the format of existing reporting procedures so the text of the questionnaire would not require specific approval by the GM. The GM should however be given advance warning and advised of the aims and perceived benefits of collecting world-wide statistics to a standard format.

Decisions :

- The full Questionnaire to be designed and circulated to members but implementation to be phased, to give them time to start collecting the information requested.
- MM CINCOTTI, FRANCIS, KULA and Mrs WIBOM to work together to produce a third, more simplified version so that a final version could be agreed at the autumn EC meeting.
- Mr KULA to introduce to the GM the idea of the questionnaire as part of the reporting procedure for the Annual Report, so that they would expect it when asked for their 1985 Reports.

5.7 Relations with UNESCO

Mr KLAUE reported that Mrs Zaher of Unesco had expressed interest in attending an EC meeting and, in anticipation of her visit, he summarised recent activities and possible projects.

He had met Mr Arnaldo twice recently, with Mrs VAN DER ELST in Paris in March and with Mr KULA in Rotterdam in April. Other members of the EC (eg Mr FRANCIS and Mrs WIBOM) had also had meetings with Unesco representatives so it would be useful to coordinate impressions.

To give an idea of the scale of Unesco's involvement in preservation of the moving image, he noted that in just over 2 years (1983 to date), Unesco investment had been as follows:

	US \$
- seminars, missions, fellowships, publications	206,000
- technical help to India and Bolivia	37,000
- publication of Dr Roads' book	6,000
- Unesco Courier	60,000

In addition, in spite of an overall 25% cut in the Unesco budget, the programme for preserving cultural heritage, including moving images, had priority so there were no cuts in that area.

He then reviewed possible future projects, under 3 headings:

- 1 Projects already decided, more or less approved
- 2 Projects envisaged, but not yet approved
- 3 Projects that might be approved

1 Projects already decided, more or less approved

1.1 Seminar in Southern Africa

For Portuguese-speaking archives and Portuguese and neighbouring English-speaking countries in Southern Africa, plus Ghana (by special request from Unesco), to be held in December 1985, in Maputo, Mozambique. Unesco budget \$25,000. Programme designed by FIAF (MM Pimenta & KLAUE) already approved.

1.2 Survey on Implementation of Unesco Recommendation on safeguarding and preservation of moving images

Initiative from FIAF. Mr KLAUE had already produced 3 versions of a questionnaire and would meet with FIAT in New York to finalise it. Unesco offers contract of at least \$8,000. Other costs to be met by FIAF.

2 Projects envisaged, but not yet approved

2.1 Support for regional seminar of Asian archives in connection with FIAF congress in Canberra

Progress had been delayed on this as Mr Arnaldo had claimed he had no information on it whereas Mr Schou confirmed that all details had been submitted. Readiness to support regional seminar or training course accepted in principle.

2.2 Latin American seminar in 1986

Argentina had expressed a certain interest in organising this and he hoped they would come prepared to discuss it with Mrs Zaher in New York. The formal request needs to come via their National Commission.

2.3 1987 Congress in West Berlin

2.3a Survey on Communication Equipment for Archives

No subsidy for the Technical Symposium as such but interest in publishing Guidelines after the Symposium for archives and industry, indicating in general terms, without mention of specific brand-names, the characteristics required for equipment for film, tv and sound archives. Unesco has done previous surveys in related areas, eg equipment for book printing in developing countries.

2.3b Round Table to define Training Curriculum

for Staff working in sound, television and film archives
This had been proposed by Mrs ORBANZ and would be of interest to all 3 international organisations, needing to respond to requests for advice from universities, special schools for libraries and archive sciences, etc.

2.4 Round Table on Implementation of Unesco Recommendation Survey Results

If the Survey goes ahead, no results could be expected before end 1986. It would be useful to have the Round Table in connection with a FIAF Congress, and, as the West Berlin programme was already scheduled, it could be linked with the 1988 Congress (50th Anniversary). This would be particularly appropriate as Unesco was keen to combine the Round Table with spectacular cultural events (films, famous directors, etc.) To be discussed in New York.

2.5 Further Preservation of National Film Heritage in Brazil

Brazil had made request to Unesco for help in enlarging the existing laboratory in Sao Paulo, with additional equipment for printing, developing, documentation and information. Maria Rita Galvao had been invited to send project draft to members of Preservation Commission for advice, particularly on costs.

2.6 Film on Film Archives

Needs clear concept before support can be given, eg. proposed outline, director, budget, etc.

2.7 Scrapbook on Development of Film Archives

(suggested by Mrs WIBOM to Mr Arnaldo: see discussion below)

3 Projects that might be approved

These were projects that Unesco was willing to consider but, at the moment, no formal requests had been received. Money was budgeted but would disappear if not taken up.

3.1 Fellowships

Unesco was ready to support on receipt of requests via the Unesco National Commissions.

3.2 Feasability Study to establish Regional Preservation Centre in Latin America

Unesco was ready to help support study to explore feasibility of enlarging the function of the laboratory of the archive in Sao Paolo.

3.3 Other Missions to explore preservation of moving image situation in various countries

Eg French-speaking Africa and Arab countries.

3.4 Regional Seminars

Latin American seminar was already scheduled (2.2 above); open to proposal for seminar for French-speaking countries in Africa

3.5 FIAF Summer School or Regional Training Programme

Berlin might be able to host another Summer School but it might be better to provide training in the regions rather than in Central Europe. However, there were the problems of having appropriate facilities if held elsewhere.

3.6 Study on Usage and Experiences with FICA Box

Especially in tropical countries, eg India. Someone needed to produce a formal project proposal and programme for experiments.

3.7 Revised Edition of the Handbook

3.8 Work on Cataloguing Rules

For both of these, Mr KLAUE suggested FIAF could formulate a project proposal once the manuscripts were available.

3.9 Meetings on copyright and archives' interests

Support might be available to FIAF and other NGO's to discuss these issues with other relevant Unesco departments.

Mr KLAUE pointed out that in return Unesco expects FIAF participation at the Unesco General Conference in Sofia in 1985, and support for their draft programme for the preservation of the moving image. FIAF should also encourage its own members to approach their National Unesco Commissions with the same aim of supporting the programme for the preservation of the moving image.

Mr CINCOTTI opened the discussion by acknowledging that the list of projects was very impressive and congratulating the President for his enormous amount of work and his achievements in connection with Unesco cooperation. He could see that relations with Unesco would become closer and closer. He asked for information on some of the other projects discussed in Vienna, for instance:

- a creating stock of film stock for countries with supply difficulties
- b inventory of old cinemas
- c purchase of PIP volumes

a Film stock

Mr KLAUE said Unesco might be able to do something on request of individual countries, asking for money to import film stock but had not approached the manufacturers.

Mr FRANCIS mentioned one of the problems had been the high levels of duty in monopoly situations and he felt Unesco was in a position to help at international level. Mr KLAUE said the mechanism already existed in the Unesco recommendation for "the free flow of information and cultural goods" but Unesco had no power to impose it. It was up to each nation to decide if this included film. Mr KULA pointed out that although in many countries educational films were imported, like books, with free or low duty, this concession did not apply to raw paper or film stock.

Mr GARCIA MESA said the difficulties of obtaining raw stock (especially black and white 35 and 16 mm) had again be raised at the meeting in Mexico. The situation also affected independent production, as stock became both more expensive and difficult to obtain at all. Mr KLAUE felt one should not over-estimate the power of Unesco but Mr FRANCIS felt there was scope for international pressure to go beyond what had been achieved so far and get raw stock film classified so that it could be available for legitimate cultural purposes.

b inventory of old cinemas

Unesco was not interested in funding such a project but had suggested that an article be submitted to the Unesco publication, "Museum", which might reach intersted parties. Mr KLAUE had passed this suggestion on to the Head of the Reykjavik archive and would remind him again in New York.

c purchase of PIP volumes

Mr KLAUE reported there had been no sympathy for this proposal and pointed out that in any case, Unesco budgeting arrangements meant that they could not make long-term commitments beyond one or two years.

Mr KLAUE asked for general discussion, as it was important for the EC to be clear before the meeting with Mrs Zaher what it wanted from Unesco. He warned that she also might introduce additional projects. Mrs WIBOM said she had listened with great interest to the very long list of projects and noted that some introduced by Mr Arnaldo in previous discussions were missing, for example:

- d possibility of helping to fund equipment for developing archives

One of the objectives of her recent trip to Hanoi, Bangkok and Dakar, had been to identify what they needed most. She had understood that Unesco was interested in funding basic equipment for developing archives, but on her return, Mr Arnaldo seemed to have forgotten.

Re item 2.7, the Scrapbook proposal, Mrs WIBOM felt that as several people had completed missions to different archives, it would be useful if the Reports could be assembled in one volume to make them more accessible and provide an overview of developing archives' needs. She envisaged something very simple, printed on offset with perhaps a few photographs. Mr FRANCIS suggested it would be useful to review the different priorities according to these reports and perhaps produce a summary page, indicating the priorities in rank order.

Action: Mr KLAUE and Mrs WIBOM to produce one-page outline of proposal for submission to Mr Arnaldo.

Re training needs, Mr FRANCIS felt the priority in the countries he visited was for basic "hands on" experience of film and tape handling, rather than a formal seminar. This was a universal priority which never seemed to appear in Unesco proposals but would not be expensive to achieve. In fact, it was no more expensive to send out an expert to train a group than to bring one individual for training to an "advanced" country. Mr KLAUE felt there was a demand for both kinds of training, at home and with other archives. It was important however to ensure that the candidates were able to benefit from the training. In several cases, training had been a total waste of energy and time because the trainees sent were often state officials with no basic experience or interest.

Mr KULA reported that their experience of receiving a trainee from Sri Lanka for a month had been extremely positive: the trainee was a graduate chemist and had good English so had the right background to absorb technical information. She had found the two archives had similar structure and function of organisation and she had learnt much which would help her to function well at home. However, this was good fortune as they had had no advance information on who was being sent. Mrs WIBOM said they would be very willing to have a trainee in Stockholm but had been reluctant as conditions were so different from what is available in developing countries. She asked Mr NAIR whether he felt it would be worthwhile. Mr NAIR felt more people could benefit if the expert went to the developing country: the experience of working under the limitations of local conditions would be an education for him too. He felt it ideal if the exchange could be in the same region as there was less of a cultural shock (eg Bangladesh had recently asked if two technicians could come to Poona for training).

End of Day 2

Mr KLAUE opened the meeting on Day 3 by welcoming Mrs Celia Zaher, Assistant Deputy Director General of Unesco, and introducing her to the members of the EC and the two other Visitors, representing archives who were hosting future Congresses (Mr Ray Edmundson from Canberra, Mr Heinz Rathsack from West Berlin).

5.8 Future Congresses

5.8.1 1986: Canberra

Mr Ray Edmundson provided copies of the information package which would be distributed at the GM together with a draft budget. The Minister had already endorsed the documentation for the Congress, including the total budget of A\$87,800 which the Archive would absorb, with help from FIAF and sponsorship from organisations in Australia.

The Asia-Pacific Seminar for Developing Film Archives

They had been in regular telex contact with the Unesco office in Paris and the Australian National Commission had recently had a suggestion from Paris that the funding should come from the IPDC Fund or some other Programme which might be identified at the October/November General Conference.

Official Opening on April 14

They hoped the Prime Minister, who had opened their new building last year and had taken a considerable personal interest in the Archive, would also open the Conference.

Importance of 1986 for Australia and related areas

The logo chosen referred to Halley's Comet which was due over Australia in 1986. 1986 was an even more important year for the Archive than anticipated when the initial invitation was issued:

- i In addition to the FIAF Congress, the NFSA would be organising several events during 1986 to celebrate the 50th anniversary of media archiving in Australia.
- ii The NFSA Advisory Committee set up by the Government as part of the mechanics of independence would be producing a major report on future plans for the archive which would be under review by the Government at the time of the Congress. Decisions about future funding and growth would be taken in the light of that report.

1986 was also important for FIAF, as it would mark the first FIAF Congress in that part of the world, in proximity to many countries where film archive work was still embryonic. This was the reason for the Asia Pacific Conference which would provide a new focus that was not possible before and enable FIAF to reach many new countries that had previously not been able to attend.

In the ensuing discussion, the following points were made:

- **Meetings schedule** approved
- **Film screenings** can be associated with the Symposium or independent
- **First Asia/Pacific Seminar**

Mr Edmondson to provide FIAF Secretariat with copies of correspondence re application for Unesco funding. Mr KLAUE reported that both FIAF and Unesco were keen to avoid duplication with the seminars in Poona and Manila. Mr Edmondson said the programme would put particular emphasis on administrative and funding aspects, drawing particularly on the Australian experience. The total budget, based on an attendance of 20 people, was US\$80,000, half of which was being sought from Unesco, representing the air fares. They were also seeking help from the Australian Department for Foreign Affairs, the Australian Development Assistance Bureau and commercial sponsors. They had found commercial sponsors for the "Last Film Search" and were building on that basis for a whole range of NFSA activities.

Mr KLAUE mentioned that the support for the Asian seminar was less than US\$40,000 and for the Latin American seminar in October 1984 was about US\$20,000. It would be wiser to anticipate a lower level of support from Unesco.

Action: Mr Edmundson to keep FIAF up-to-date with Unesco negotiations so that FIAF can assist where possible.

Mr SCHOU pointed out that the planning had been done in consultation with Mr Arnaldo who had recommended the budget, the level of help to be sought from Unesco, several of the topics and countries to be invited. Mr Arnaldo felt there would not be duplication as the participation would be drawn from different countries.

Mrs Zaher explained that IPDC funding was dependent on the IPDC Council decisions; their next meetings were in September and January. The deadline for September submission was 12 July. On her return to Paris, she could ask the Permanent Delegation for information on priorities. Apparently the application had not been considered at the last IPDC meeting because it had not been presented in accordance with the Rules and Regulations. Mr SCHOU reported they had received a telegram of acknowledgment saying it had arrived in time. The second possibility was the Participation Programme for which submissions were due in December 1985 but there would be no definite reply before February or March which might be too late. The ceiling last year had been US\$25,000.

- **Proposal for Symposium on Computer Applications**
Mr SCHOU confirmed they had welcomed the comments of the Cataloguing

Commission and Mrs HARRISON reported that the Commission was pleased at the opportunity for co-operation with NFSA in the planning of this Symposium. They particularly appreciated the offer of help for funding the participation of one of their members.

It was confirmed that both the Symposia were the responsibility of the NFSA but FIAF's cooperation would be sought.

Action: More detailed Symposia programmes to be submitted to autumn EC meeting.

Mr FRANCIS asked for clarification on participation required from members, eg provision of data. Mr Edmondson said they would demonstrate their own system and would like to demonstrate others if it were possible on the equipment available.

Mr SPEHR asked if "data-bases" would include discussion of access to commercial data bases. For instance, there was a commercial database in New York which was collecting all sorts of useful film information, film reviews, cast and credits of current releases, articles on economics of film industry, etc., so it was moving out of simple Cataloguing to include also Documentation. It would be a problem in the future for the archives to decide how to relate to such organisations. Mr Edmondson acknowledged that the topic could be very wide but they were limited by time and by what would be of general interest to the majority of archives, especially those who had no computers yet.

- **Symposium on Editorial Restoration**

Mr Edmondson reviewed the one-page summary provided. They hoped to get help with the cost of airfreighting the 35 mm prints they would want to use. He felt it would be useful to have a "state of the art" review of this topic which was so important to all FIAF members. He hoped as many countries as possible would be able to contribute one or more films.

- **Travel and Accommodation**

Mr KLAUE asked for alternative accommodation options to be mentioned at the GM. The proposed arrangements for assistance with Travel & Accommodation Costs had been based on the EC recommendations.

- **Simultaneous translation** would be provided in French and English and possibly Spanish.

- **FIAF Budget contribution**

FIAF would contribute 450,000 Belgian francs which could be used however the Archive chose. It corresponds roughly to the estimated translation costs.

- **Visa arrangements**

Mr KLAUE asked Mr Edmondson to explore the situation fully and come to the autumn EC with a firm statement about any possible problem areas.

- Invitations to developing countries

After the break, Mr KLAUE suggested that, in preparing the invitations list, NFSA should examine the Mission Reports by Mr FRANCIS and Mrs WIBOM and the Report on the Manila Seminar.

5.8.2 1987: West Berlin

Mr Rathsack, Director of the Stiftung Detusche Kinemathek, welcomed the opportunity to attend the EC and personally present the invitation of his archive for the 1987 Congress to be held in West Berlin.

He and Mrs ORBANZ summarised the arrangements so far:

Dates GM 17-19 May (2 1/2 days plus 1/2 day excursion);
Symposium 20-22 May

Location International Congress Centre, a new professionally-run conference centre.

(Construction on their own new building might not be complete and the 750th Anniversary of Berlin means that 1987 will be a busy year so they have booked already)

EC Meeting Dates and Location to be arranged

Organisation Eva Orbanz would be responsible.

Finance West Berlin government has been asked for support but no firm decision has yet been made.

Hotel and Travel Costs There would be no possibility of support for delegates but there would be no fee for the Congress itself, except for Visitors.

Hotel Prices Estimates for 1987: single room 50 - 80-140DM; double room 100-190DM

Visa The authorities had confirmed that they could foresee no problems, but delegates from certain countries would need visas.

Translation Planned for German, English, French and Spanish

Joint Technical Symposium There would be a meeting of the Working Group in New York (May 2), in London at the time of the next EC meeting, and perhaps also in Berlin next spring. FIAF's partners (FIAT, ICA, IFLA, IASA) have all agreed to help in preparations but FIAF will coordinate. It would be a follow-up of the Stockholm Congress, with the following specific topics:

- miniaturisation of film and paper
- restoration of film copies, including new copying techniques and recent tests in the archives
- restoration and archiving of sound

Full facilities for screenings are available in the Congress Centre; adjacent is a hall for exhibitions (equipment, demonstrations, publications, etc.) and meeting area.

It was hoped the outcome of the Symposium might include a published Review of equipment used in archive work.

Round Table on Curriculum Development for Archive Staff

To be held before the Congress so that delegates can stay on. The discussion would concern professional training of staff in both developing and "developed" archives. It was hoped Unesco would be able to help with finance.

Advance Documentation A preliminary document would be circulated to delegates in New York.

In the general discussion, Mr KULA supported the idea of a round table discussion on curriculum development. FIAF was beginning to see the results of recent training seminars and exchanges, the other organisations had had similar training activities, and he felt it was a good time to attempt to codify training requirements. He hoped that Unesco would be able to help support it as it fitted in well with their other projects. Mr KLAUE confirmed the interest of the other NGO's who independently of this proposal had agreed at their recent meeting in Rotterdam that it would be useful to prepare some recommendations which could be issued to universities, film, archive and library schools, etc.

Mrs WIBOM also supported the idea and felt it would be useful to include:

- discussion of initial entry qualifications
- guidelines on training to be offered to trainees by developed archives.

Mrs Zaher said she had already seen Mr Arnaldo's report on the Rotterdam meeting and confirmed that this was certainly in line with Unesco activities. They had been working in this area for years with paper archives, they had developed audio-visual centres, arranged meetings of experts to discuss curricula for both libraries and archives. She thought it was an important idea and FIAF could count on Unesco to give it some support.

In response to Mr SPEHR, Mr KLAUE said it was not foreseen that the other NGO's would be holding separate meetings.

Mr KLAUE asked that information on cheap accommodation should be made available and Mr KULA pointed out that it was particularly important for 1987 as archives would be faced with the costs of bringing additional delegates for the Technical Symposium.

Action: Progress report at next EC meeting in London.

5.8.3 1988: Paris - FIAF's 50th Anniversary

(discussed out of sequence, Day 3 afternoon)

Mr DAUDELIN welcomed Mr Rochemont from Toulouse and referred to Mr BORDE's letter of April 22 and the enclosed letter of April 11 from Mr Schmitt of CNC. Decisions were needed on the location, the budget, and the launching of the individual special projects (eg film, exhibition, livre d'or). The new EC would need to (re)appoint the Coordinating Committee and consider setting up a special fund so that work on the projects can be begun.

Location

The choice offered was between Unesco and the 4 other locations mentioned by Mr Schmitt.

Mr CINCOTTI felt it was too difficult to choose without direct knowledge of the alternatives. Mrs WIBOM regretted that none of them had a link with the cinema. Mr DAUDELIN pointed out that the Musée des Arts et Traditions Populaires was very popular and it would be very effective if, in addition to the Congress meetings, an exhibition and films could be shown there for a period of, say, 3 or 6 months to mark the anniversary and bring it to public attention. Mr KULA had doubts whether Unesco would be able to house a continuing exhibition for long enough; their meeting rooms were adequate although he was not sure of their projection facilities. Mr FRANCIS supported Mrs WIBOM's interest in a location with a link to the cinema; he reverted to the idea of the Institut Lumière as, in addition to their historical links, they also had substantial exhibition space. Mr KULA pointed out that Paris had been chosen as a major communications centre to attract world attention to the moving image conservation movement; Lyons did not qualify. Mr KLAUE felt it was too late to change the location and Mr Rochemont pointed out that in any case the Institut Lumière was in real difficulties in its relations with the city and region, and there was no meeting room in the Institute itself.

Decision: The new EC to decide after meeting with Mr Schmitt and Mr Latarget of the Cinémathèque Française.

Budget

The standard budget contribution from FIAF would by 1988 be about 500,000 Belgian Francs (460,000 in 1985). The decision was on how much could be accumulated as a special contribution and how it should be distributed between expenditure by the host archives in Paris, by FIAF for Paris or by FIAF for activities elsewhere during the year. 250,000 had been already been accumulated in the budgets of 1984-86, so they should have about 400,000 by 1988.

For the Exhibition, Mrs WIBOM felt it was important to establish a relation

with some Museum which would take over the organisation, including perhaps publication of a catalogue. The French hosts should be asked to explore the possibilities.

Mr CINCOTTI felt one should plan the projects in accordance with the amount of money that one could reasonably expect to be available. Mr Rochemont understood that the CNC was willing to pay for the projects but simply wanted information on what FIAF had in mind so that they could make the necessary budget provisions.

Mrs VAN DER ELST confirmed that the Secretariat would be able to prepare the "Golden Book" or Year Book, in accordance with FIAF's instructions.

Mr KLAUE stressed that everything depended now on the Coordinating Committee making the necessary decisions, perhaps having a meeting in New York with the French archives. The Coordinating Committee members did not have to be members of the EC.

Decision: The original members of the Coordinating Committee (MM KLAUE, DAUDELIN, Mrs BOWSER, VAN DER ELST, and Mr Rochemont representing Mr BORDE) to be joined by Mr GARCIA-MESA and Mrs WIBOM who both volunteered their services. The CC to meet with the French archives before the second EC meeting in New York.

5.9 Open Forum

Mr KLAUE confirmed that in the opening session the Secretary General should as usual ask for topics for discussion to be submitted in writing so that the Chairman can plan the session.

Possible topics included:

- a situation in Italy
Mr Comencini has agreed to introduce the topic in general terms, without mentioning particular archives.
- b usage of video in archives
- c archive distribution
- d list of 100 classics
- e difficulties in obtaining black and white stock
- f establishment of regional laboratories specialising in printing and restoration of sub-standard film
- g report on 3 years' FICA Box experience

Mr KLAUE recalled that in Rome they had discussed the idea of suggesting specific themes for Open Forum, which members could think about and prepare for in advance. Topics b, c and d had been identified as possible

themes but the preparation work had not been done. Mrs WIBOM thought that the list of 100 classics would be raised from the floor: she had constantly been asked for this and it had been suggested they should be made available on video. The developing archives could not hope to buy 35 mm subtitled prints of world cinema classics so wanted video instead. Mr KLAUE suggested Mrs WIBOM should open the discussion. Before deciding to produce videos, one had first to agree on a list. Many lists already existed but, in addition, each archive could be invited to produce its own list of what it saw as the 100 most important films and the Secretariat could collate the lists.

Transcriber's Note: Idea from previous meeting was also to have list of 100 best films from each archive's national production.

Mrs WIBOM stressed that it was extremely difficult for these archives to run courses on film appreciation based only on local production. As an example of their lack of relevant material, she pointed out that the Bangladesh had only one film from outside the country, a 70 mm print of "Touring America".

In response to Mr CINCOTTI, Mr KULA acknowledged that it would be difficult, if not impossible, to agree on a list of 100 classics but there would probably be agreement on about half as a result of conditioning by what was already in the literature. Mr KLAUE felt IFCC had recently made an extensive survey to produce a new list.

Action: Refer idea of topic d to new EC.

Mrs ORBANZ felt topic b could usefully be discussed in Open Forum in Berlin but a volunteer would be needed to prepare it.

Decision: None.

On topic g, FICA Box, Mrs BOWSER had suggested that if they wanted to show slides, it should be part of the Technical Symposium rather than the General Meeting. There was the additional constraint of union projectionists who were fully booked.

Decision: The people concerned to try and find a suitable time on the programme for a 20 minute presentation.

6 RELATIONS WITH OTHER INTERNATIONAL ORGANISATIONS

6.1 Round Table of NGO's

Mr KLAUE reported on the annual Round Table meeting held in Rotterdam 18/19 April for representatives of FIAF, FIAT, IASA, ICA, IFLA, IFTC.

Topics discussed included:

- a Joint Technical Symposium in 1987 (FIAT & IASA)
 - b Staff Training in Audio-Visual Archives
 - c FIAT Participation in Regional Seminar in Maputo
 - d International Standards for Cataloguing Audio-visual Media
- Interest in FIAF work in progress and other projects
- e Review of Copyright Position on Archive Holdings
- Hopefully leading to negotiations with Unesco to attempt long-term changes in copyright conventions
- f International Survey on Implementation of Unesco Recommendation
- Cooperative effort by FIAF and FIAT
- g Directory of Audio-Visual Archives
- IFLA willing to explore possibility of publication with Saur

Mr KULA stressed that advance planning would be needed for a Round Table assessing the results of project f; it would also connect with projects b and d.

6.2 FIAF-ICA Agreement

Mr KLAUE mentioned ICA and FIAF were considering the desirability of an agreement to formalise cooperation, undertake joint projects and provide FIAF access to their regional centres. There had not been time to produce a draft document but he recommended it in principle to the new EC.

6.3 International Association for Children's Films: CIFEJ (Centre International du Film pour l'Enfance et la Jeunesse)

Mr KLAUE had received an unofficial approach from CIFEJ which has B status at Unesco and would like FIAF to support their national centres and encourage member archives to pay more attention to children's films. He had asked for a formal written request which could be circulated to FIAF members but nothing had been received.

6.4 UCAL

Cinemateca Uruguay had sent FIAF a personal paper on the situation at UCAL but Mr GARCIA-MESA was pleased to report that the situation had since improved.

UCAL was founded some 15 years ago and held about 7 General Assemblies in different countries in Latin America but more recently it had been virtually inactive for a number of reasons. The Secretary General, a Chilean film-maker, had had to leave Chile and had little time to take care of UCAL. In addition, the economic situation in many countries meant that they could not organise full meetings but they had had informal meetings

at Film Festivals (eg 5 meetings in Havana and in other countries) and in conjunction with the Committee of Latin American Film-Makers' meetings.

Finally, some archives from South America decided to find an alternative framework for cooperation which has been very successful. Ten days previously, Mr Gonzales-Casanova had hosted a meeting in Mexico attended by 8 Latin American members of FIAF (Argentina, Bolivia, Uruguay, Cuba, 2 each from Brazil and Mexico), at which they:

a agreed to decide on future framework for cooperation at a meeting of all Latin American archives, including non-FIAF Members, on the occasion of the November Film Festival in Rio. Rio had very generously offered travel and staying costs to ensure the fullest possible participation.

b established an informal coordinating group and drafted an agreement to cooperate to exchange experiences, film literature and film programmes. They felt that UCAL would operate much more effectively if it could be based on practical cooperation of that sort. In the document, they record their wish to strengthen links with FIAF and stress their commitment to FIAF objectives.

Mr GARCIA-MESA closed by mentioning that the question of regional reorganisation would be brought up in the GM but that they were confident the situation had changed for the better and the previous problems would be overcome.

6.5 FIAPF

Mrs WIBOM said that at a recent meeting she had mentioned FIAF's 50th Anniversary and had obtained their confirmation they they would assist in obtaining permission to show films, if FIAF supplied a list of requests.

As a point of information for the EC, Mrs ZAHER made two points:

- IFTC

She had been invited to attend a recent meeting of the International Film and Television Council (IFTC) who appear to have the same concerns as FIAF. She had urged them to have closer collaboration with FIAF as there should not be parallel organisations dealing with the same problems.

- CIFEJ

They recently asked if they could move up from Category B but Unesco had refused as they felt CIFEJ were not sufficiently international or active in collaborating on Unesco programmes; similarly, CIFEJ projects could not be supported as they did not fit in with the objectives of Unesco programmes.

On the question of IFTC, Mr KLAUE replied that while there was no official FIAF contact with IFTC, he met their representative, Dr Roads, at the recent Round Table meeting in Rotterdam, and regularly received the IFTC Newsletter from which he noted they had set up an Archive Commission. He had not however been able to obtain very precise information from Dr Roads. It seemed they had had one meeting for participants from England only, to examine progress and future developments in communication technology. A second meeting in England but on a more international scale was scheduled for October or November 1985, to discuss introduction of high density television in commercial UK networks. He could see no duplication of work in such topics but would recommend Mr SCHOU to get in touch and obtain further information.

Mr FRANCIS pointed out that they had been specifically not invited to attend. Mr KLAUE said the FIAT member at the BBC had also not been aware of the meeting in London. Mr KULA reported he was extremely distressed to discover this Archive Commission had been formed as he could see no way they could develop without overlapping with existing organisations. None of the NGO's represented at the Round Table had been contacted in any way to participate in the formation of the programme of the new IFTC Archive Commission. He found this an extraordinary way to proceed.

7 FUTURE RELATIONS WITH UNESCO

Mr KLAUE again welcomed Mrs Zaher and expressed FIAF's gratitude to Unesco, pointing out the major contribution they had made in recent years to encourage the preservation of the moving image heritage. Relations with Unesco were a major part of the President's Report to the GM and the figures contributed were extremely impressive. He confirmed that FIAF was extremely happy to continue in this cooperation to further their shared objectives and invited Mrs Zaher to talk of Unesco's future plans in this area.

Mrs Zaher opened by expressing her pleasure and thanks at the invitation to attend the EC meeting and the GM. She confirmed that in 1984-85 Unesco had contributed US\$218,400 under the regular programme and a further \$93,000 from extra-budgetary sources (via IPDC), totalling \$311,400. There were some ongoing commitments and as a result of the recent budgetary constraints, she had been asked to make a 22% global cut in the Communication sector before the end of 1985, so the money available in the next year was limited.

For 1986-87, she circulated 2 pages (Sub-Programme III.3.6 Action to promote the cinema, photography and the audio-visual media) from the

Unesco Programme document "Communications in the service of Man", which would be discussed from 9 May - 21 June by the Executive Board of Unesco. Recommendations on priorities would be passed to the General Conference meeting in October in Sofia. She stated that Unesco's total programme for the period had been cut by 25% but the Communication Sector had given Priority 1 (marked ** = no cut) to all the proposals under III.3.6. which came under the new Division COM/BAE which she directed (Book Promotion, Audio-visual Archives and International Exchanges).

Mrs Zaher stressed that Unesco very much appreciated the efforts made by FIAF and saw continuing cooperation with FIAF as a major priority in the allocation of spending. This was evidenced by the reorganisation and renaming of the Division, by the decision not to cut the audio-visual programme and by her decision to attend the FIAF meetings. She regretted that the total direct contribution could only be \$239,800, the remaining \$390,300 being taken as subsidy to the Unesco Council itself.

In addition, they were giving priority to a series of projects for preservation in audio-visual archives for the next session of IPDC (International Programme for the Development of Communication).

The sums of money were not enormous but they felt the programme was developing well and, wherever possible, they wanted to increase their cooperation and support to NGOs' activities in the area.

She closed by expressing her gratitude to FIAF for its activities and to FIAF members who were undertaking missions for Unesco and FIAF without receiving any honorarium. They had already completed a contract with the Mozambique National Commission for \$25,000 for the meeting and the consultants who will attend.

She agreed it was important to make the 1980 Recommendation better known. At the Rio/Sao Paulo seminar, she found many people were not even aware of the Recommendation. On her return to Paris, she sent a copy to each of the participants. She would like to send it individually to whoever at New York did not have a copy. A further circular could also be sent to the Unesco National Commissions, reminding them of the Recommendation as the documents issued in 1980 could well have got lost. Later, a further circular could be sent to advise them of the Round Table after the Implementation Survey (which she referred to as Berlin).

In response to a question, she explained that IPDC money came from extra-budgetary funds, eg a country could open a special account for a specific project or contribute to funds allocated by the IPDC Council of 41 member-states. The Participation Programme was yet another channel, for programmes presented via the National Commissions, with a ceiling for each member-state.

Mr KLAUE formally thanked Mrs Zaher once more. He confirmed that FIAF was willing to contribute actively to the Regional seminar in Maputo which they had helped to design: they could send experts and continue to help in the organisation. FIAF was also willing to design and execute an international survey on the implementation of the Unesco Recommendation which was a first step for a preparation of a Round Table on the topic. The Preservation Commission would examine in New York the project from the Brazilian archive to enlarge its facilities for preserving national film collections so that it can be submitted to Unesco in good time. These were 3 very practical projects that FIAF looked forward to working on in cooperation with and under contact with Unesco.

He also referred to the requests from Canberra and West Berlin. He felt that the biggest gaps were in French-speaking Africa and the Arabic world and for the near- and long-term future these should have a priority for joint activities. Missions were not sufficient without careful preparation. It was important to use all opportunities for bilateral contact to get information about the situation over the next two years and perhaps then organise regional seminars in these two areas. There might be future demands from individual countries on television archiving but no specific requests had been made so far. FIAF would prepare a project outline on the Scrapbook idea which had emerged from the missions to Asian countries. They would also seek the views of the membership at the GM for future programmes and perhaps afterwards sit with Mrs Zaher, either with the new EC or in a smaller group, to review possibilities.

Mr GARCIA-MESA reported that, following a suggestion from Mrs Zaher, he and Mr ALVES-NETTO had decided that at their November meeting in Rio they would review the implementation of the several agreements and decisions taken at the seminar in Sao Paulo and the archive directors' meeting in Rio last year. They would send the results to FIAF and to Mrs Zaher at Unesco.

Mr KULA asked for clarification on item b) of the budget, "Fourth International consultation of users and manufacturers of equipment .. for film and television archives", and asked if it might be linked in some way with the Joint Technical Symposium in Berlin. Mrs Zaher replied that the items had to be drafted a long time in advance and would need re-wording; she referred to the "launching of an international data base" in item d) whereas in Canberra they would still be at the feasibility study stage.

She pointed out that even though the Unesco Secretariat recommends the programme should have top priority without cuts, the individual member states might decide otherwise. It was important therefore for FIAF to have very clear-cut projects and to recommend that their members work

with their own National Commissions to ensure that the delegation attending the General Conference is fully aware of priorities of audio-visual archives. Otherwise, the delegations may not even be aware of the programmes and will simply support their personal interests.

Mr KLAUE then raised the problem of completing the Survey for item a) in time for a Round Table in 1987. He asked if it was more appropriate to plan the Round Table in conjunction with the big programme of cultural events in Paris planned for the 50th Anniversary in 1988. Mrs Zaher said the programme was already presented to the members so to get it changed, one member state would have to propose a resolution from the floor at the Sofia meeting. It would have to be endorsed by the member states present and voted by a majority at the Conference. The Secretariat can make wording changes but a major change, like a date, must be supported by a resolution from the floor; she warned that once it was open to discussion, it could run the risk of being rejected altogether.

Mrs WIBOM mentioned that before her mission to Asia Mr Arnaldo had particularly asked her to find out the equipment priorities of the emerging archives. Now that she had the information, she could not see from the programme that there was any provision to help finance equipment for developing archives. Mrs Zaher suggested the last item, item g), was flexible enough for that.

In the past, they had worked with UNDP on construction programmes for libraries and institutions but UNDP no longer funds construction. It was more difficult to find money for general items like typewriters and air-conditioning than for more specialist equipment. Bilateral arrangements or the IPDC might be the best sources. Mr KULA pointed out there might be a problem with item g) as equipment had not been high on the list of priorities prepared by the Vienna experts. Mrs WIBOM commented that the problem with training programmes was that they made the archives aware of their needs for basics, like air conditioning.

She mentioned that on her mission she had visited film and television schools which were rich in modern equipment provided by Unesco and the archives were extremely envious. Mrs Zaher explained that the television programme had been going on for many years and the funding for it was much larger.

Mrs Zaher further explained that the recommendations of the mission reports were then submitted by Unesco to the Government of the country concerned, so once their attention has been drawn to it, they may well find the money internally.

Mr NAIR wanted to stress the importance of training which he felt should be an ongoing programme, apart from the advisory missions, fellowships and bilateral exchanges. Perhaps one could identify an established archive and develop it as a training centre for that region, as for instance had already been done for television and film production. Mr KLAUE felt the proposal should be formulated by FIAF for the longer term; it would need support from several countries.

Action: Mr NAIR to prepare draft for Asian region, for possible discussion by EC before submission to Unesco and countries which might contribute.

8 ANY OTHER BUSINESS

Next EC Meeting

A formal invitation had been extended by the National Film Archive, London, to the Preservation Committee (September 27-29, optional 30), and the EC (October 2-4). Mr KULA asked if the meetings could be switched as he had a conflict for October 2-4.

Decision: Formal decision by the new EC.

Mr KLAUE closed the meeting by expressing thanks to Mrs BOWSER the host, Jill Johnson the interpreter, Mrs Zaher, and all the EC members for their contributions to this last meeting of their term in office.

Mr ALVES-NETTO led the EC in expressing their warm appreciation to Mr KLAUE for his Presidency.