

Bergitta

FIAF DOCUMENTATION COMMISSION

Madrid October 12-13 1981

1. Members present:

President	Eileen Bowser, New York
Vice President	Karen Jones, Copenhagen
Members	Alfred Krautz, Berlin DDR
	John Luijckx, Amsterdam
	Michael Moulds, London PIP
	Milka Staykova, Sofia
	Frances Thorpe, London
	Jana Vosikovska, Ottawa

BFI

Apologies: Aura Puran, Bucharest
 Eberhard Spiess, Wiesbaden

2. Minutes and agenda

The agenda for the meeting was approved

Eileen welcomed Frances and Jana to the meeting.

The minutes of the sub-commission meeting held in Brug es, May 8-9, 1980 and Copenhagen, April 26-29, 1981, and the Commission meeting held in Sofia. June 6-8, 1979 were approved.

Alfred had not yet circulated the minutes of the sub-commission meeting held in Paris in the autumn of 1980.

It was agreed that Eileen should give a verbal report of the Madrid meeting to the Executive committee in Lausanne, and Milka, having become President of the Commission following this meeting, should prepare a written report for the FIAF Bulletin.

3. Report from the FIAF Executive committee

Eileen explained the formation and working of the co-operative group of archives which agreed to support the PIP after the current financial year. A formal letter (May 11, 1981) had set out the terms of agreement.

Report from the Cataloguing commission

The Commission had met in London in April 1981 and their report was circulated. Harriet Harrison (Library of Congress) had become the new Chairperson in place of Wolfgang Klaue. Their two publications - "Glossary of credit and technical terms useful for film cataloguing" and a "Bibliography of national filmographies" - were thought to be very usefu- and it was hoped that the drafts would be circulated to heads of documentation departments beford publication for ginal checking.

Frances raised the point that Unesco had said it prefered to work through the International Federation of Library Associations (IFLA) and the Federation Internationale de Documentation (FID) to produce international standards for documentation work. This would involve film cataloguing as well.

4. Projects under way

4.1. Periodicals Indexing Project

- revised budget 1982
- budget comparison 1/1 - 25/9/81
- draft budget 1983 (10% inflation)

The above budgets were circulated and discussed. Approximate sales of the 1979 volume were: Uk - c. 200. @ £30, USA 256 @ \$80.

Michael reported that the two leases for the East and West offices had now been compined to run concurrently. Infodoc had agreed to pay 50% of the costs of the East office instead of 30% in return for use of the inner room.

The 1982 budget was very tight and was based on the hopes of selling some 640 volumes. Income from the first 200 would be ~~used~~ to repay MOMA for the production costs. Eileen hoped to be able to fund the 1981 volume in the same way but hoped that by 1982 the publication would be self-financing.

The relationship of the supporting archives to the Commission and FIAF was discussed as a result of a letter from Wolfgang Klaue to Milka. As a result a letter was drafted for Brigitte to send asking for the full \$800 to be deposited in the London PIP account at the same time as the 1982 card service invoices were sent. A formula expressing the roles and functions of the supporting archives was drafted by Eileen. This would be put to the 1982 Congress by Eileen or Milka.

It was decided not to increase the prices of the 1981 or 1982 volumes. In view of the price of the US volumes (\$80) Michael was asked to investigate a reduction in the price to reflect the drop in the value of the US\$.

After discussion it was decided to try and add the following titles to the Index:

Historical Journal of Film Radio & TV (UK)	Indexed by	BFI
Casablanca (SP) from first issue	(12pa)	Madrid
Bulgarian Films from 1982	(8pa)	Sofia
Polish Film Polonais from 1982	(6pa)	Warsaw
Czechoslovak Film from 1982	(4pa)	Prague
Sovetskij Film from 1982	(12pa)	Moscow
*if original title problems can be resolved		

to review again later:

INA Problemes (FR)	(6pa)
Films (UK)	12pa)

rejected:

Cinefantastique (US)
Mediafilm (BE)
American Classic Film (US)

suspend: Cinethique

It was also agreed that Karen, Eileen, Jana, Frances and Michael would scan "Variety" from 28 Oct - 25 Nov 1981 and send their indexing selections to Michael before Dec 12 with a view to selectively indexing it from 1982.

4. (cont.)

Michael outlined a change in policy for the indexing/circulation of material in the minority language periodicals which was accepted. He also circulated a proposal for a change in the treatment of "TV films" and programmes which had been circulated to indexers. Karen and Frances were not very happy with the proposals and Frances suggested that they should be discussed with the Workshop participants.

TV Index volume

Michael had presented a budget to the BFI to produce a cumulative volume for the years 1979-80 for about £6000. The BFI Library could not support this in the current financial year but would hope to do so in 1982-83. The cumulation might then need to be 3-yearly and new budgets worked out. Michael and Frances were asked to investigate this. Eileen would see if other archives were interested. It was agreed to try and use the Infodoc Ontel microcomputer if possible. Eileen would ask Larry if AFI would market the book as well.

Promotion

After looking at the budget figures it was obvious that the future viability of the Indexes rests on increased sales. The Commission decided to ask FIAF if there was a possibility of coordinating the sales of all FIAF publications and allocating a sum of money for this purpose. This would involve preparing and coordinating publicity material, send-outs and liaison with individual archives, maintaining address lists etc. Actual orders would be serviced by the Editor or the Secretariat.

Jana offered to help coordinate PIP publicity and this was accepted gratefully for Canada. However it was felt that the work needed to be carried out in close liaison with the Editor and Secretariat. Frances offered to do this if FIAF agreed to some form of payment and Eileen agreed to ask the Executive.

4.2 International Directory of Film and Television Documentation Sources

As FIAF had no money to publish this MOMA had undertaken to do so, It had been retyped and a cover designed. 500 copies were being printed at a cost of \$2000, selling price \$6.50 from MOMA Film Dept. Free copies would be sent to Brenda Davies, FIAF and Documentation Commission members.

France agreed to investigate the price of producing future editions in the Infodoc microcomputer and send a budget to Milka to present to the Executive. Information could be collected at the beginning of 1983 but inputting of existing material could begin as soon as a budget had been approved. New edition published end 1983. Eileen or Brigitte could keep note of new orders to be informed of new edition.

4.3. International Directory of Cinematographers, Set & Costume designers

Alfred presented a copy to Eileen of the first volume published by Saur and covering GDR 1946-78, Polant from the beginning to 1978. 800 volumes had been printed and 100 would go to FIAF archives. Vol. 2 on France would be published Spring 1982. A draft preface would be sent to Eileen for approval. Alfred reported that Denicke was also interested in publishing with FIAF a book on the set designers working with individual directors. Eileen asked for a formal letter to be sent to FIAF.

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4.4. International Bibliography of dissertations on the cinema

Eileen reported on the current edition and would continue to work with Ray Fielding. Frances suggested improving the layout of the arrangement especially the subject information.

5. New projects

5.1. Meeting of PIP indexers

The Executive had not volunteered to host such a meeting. It was decided to try and arrange three meetings - one in N. America, one in East Europe and one in West Europe. Some 14 indexers would be involved in N. America and 27 others. Jana agreed to investigate the possibility of a meeting in Ottawa, Frances in London and Eileen would raise the East European meeting at the Executive meeting.

5.2. International film statistics and legislation

Frances circulated a BFI Library publication on the UK film industry which contained a section on statistics. It was agreed to circulate this to all FIAF documentation depts. to agree a list of headings for which statistics would be collected nationally. The idea of collection details of all relevant legislation concerning film and TV was also to be circulated for interest.

5.3. Translations

It was agreed that Michael would prepare a budget for Milka to present to the Executive for publications funding to prepare a French version of the TV subject headings and also new Film subject headings. (NB not to be submitted at the same time as the Directory budget).

5.4. List of documentation experts for Unesco

The names of Karen, Milka, Jana and Frances were proposed.

6. Unesco proposal

Still under discussion but the proposal still remained too expensive

7. Anne Hanford had not been asked in time to attend the Madrid meeting. Frances was asked to liaise with her re FIAT TV documentation.

8. A.O.B.

Reports from members:

John reported on lack of money and loss of staff. The Documentation Dept now only open 3 mornings. The TV Periodicals Index was being cancelled and only Dutch, French, German & English-language periodicals were being bought.

Karen reported the Documentation budget was the same as 5 years ago and she was buying about 900 books instead of the 1600 of previous years. A new Danish library bill may be passed next month which will bring all major research libraries including the Filmuseum under one administration, a different one from the present ministry. Still continuing with the FIAF classification. Eileen reported no financial cutbacks - private funding still healthy. New building due for completion end 1981. Library may move end 1982. 75% posters catalogued and some exchanges would be offered.

Jana reported that the Library had been combined with the Public Services area of the Archives. No increase in staff and no acquisition of special collections. Milka reported no cuts, one extra member of staff for 1982 but space problems and a large backlog of work. Alfred reported a new publication 'Filmarchiv' - first issue covering awards etc., second newsreels and the third DEFA films. Foreign buying budget had been reduced. Frances reported that the bookfund was at standstill but 2 new posts had been created for TV work with funding from commercial TV. The British National Film Catalogue was being produced on microcomputer by Infodoc and it was hoped to purchase a similar machine for in-house use in 1982. Change of classification was being discussed the choice being made between the FIAF scheme and an in-house one. Details of BFI publications were circulated.

9. Future of the Commission

Eileen reported that it was her last meeting as president and welcomed Milka as the new president. Eileen would stay on the commission for a while to ensure continuity. It was agreed that each member of the commission should be responsible for at least one project of work which had been approved of by the commission in advance. In this way the value of the Commission's work could be assessed. Members should come to the next meeting with reports of projects where approval had already been given, or proposals for projects for discussion.

It was agreed to accept the Bruges recommendations regarding the operation of working groups - all thought they should continue to be called subcommissions. Minutes must be taken and circulated to all commission members within a reasonable period of the meetings.

10. Meetings

Set Designers sub-commission. Alfred reported this had met in Lausanne January 1982 with Michelle Snapes, Eberhard, Bujor and Alfred. He was asked to prepare a budget for Milka to present.

The PIP sub-commission might meet in Brussels Spring 1982. Milka to organize.

The next full commission meeting would take place in 1983

The meeting ended with a vote of thanks to the Filmoteca Nacional de Espana for being hosts.

The commission presented Eileen with a gift and Karen gave a vote of thanks for her work as president.

Karen agreed to remain vice-president.

These Minutes circulated to:

Eileen Bowser, Karen Jones, Alfred Krautz, John Luijckx, Aura Puran, Eberhard Spiess, Milka Staykova, Frances Thorpe, Jana Vosikovska, Michael Moulds, FIAF Secretariat & Harriet Harrison.

Jan 1982
Frances Thorpe