

## REPORT OF THE DOCUMENTATION COMMISSION TO THE ANNUAL CONGRESS

Lisbon, April 13-26, 1989

### Membership

Despite the appointment of Janos Varga from the Hungarian Film Archive to the Commission, we are still looking for two new members following Karen Jones' new membership as a 'consultant'. Two possibilities have been explored without result. The President, Michelle Aubert (previously Snapes) is however confident that with some input and contact made from the present Congress nominations will be found.

The President wrote individual letters to the members of the past Documentation Commission thanking them for their work and collaboration and issuing the minutes of the Paris Meeting to which the previous members were invited and attended part of the sessions.

### Projects and Tasks

- **International Directory of Film and Television Documentation Sources:** This publication beautifully bound volume finally came out during the early summer. Michelle and Frances Thorpe, editor of the directory negotiated with St James Press the publisher that one copy of each will be mailed to all FIAF full members from London free of charge. Self-addressed labels from the BFI computer were issued to St James Press for mailing. Michelle Aubert also negotiated with St James Press a price reduction and mailing cost for 'observers' which the FIAF Secretariat agreed to pay. Again, all copies were mailed from London with self-addressed labels supplied to St James Press by Michelle to ease mailing procedures. 227 copies of the Directory have been sold (excluding 50 free copies given to FIAF full members).
- **Revised Edition of the FIAF Classification Scheme for Literature on Film and Television**  
The compilation of the index, a complex work, and the input of the Classification Scheme on computer for camera-ready copy for publication has been finalised by Karen Jones and Michael Moulds with part-time help from a Library Student Mette Charis. Michael is presently proof-checking the first print-out and hopes to get the Scheme published by ASLIB by the Summer of 1989.
- **Union List of Early Silent Film Trade Catalogues**  
Michelle Aubert has compiled a questionnaire which will be circulated to all members of FIAF (full members and Observers at the Congress) together with an explanatory letter on this project in English and French.

- **Workshops and Summer Schools**

Several ideas for these were discussed throughout the year with Rene Beauclair, Michael Moulds, Brigitte van der Elst and Michelle Aubert. In the final analysis, the first workshop for PIP indexing will take place at the Cinematheque Quebecoise on the 12,13,14 June 1989, organised by Rene Beauclair and run by Michael Moulds.

Earlier plans for a Summer School to be held in Montreal in 1989 were dismissed when Michelle discovered that UNESCO was planning Seminar on Documentation and Computerisation for Latin American countries in Sao Paulo at the same time, gathering many of the archives which we would have liked to involve at our own School. UNESCO representative Mr Arnaldo expressed the wish for our two organisations to cooperate. Clearly, this would be an excellent idea to consider in the future especially at a time when the Documentation Commission wants as a matter of policy, to involve itself in the needs of developing countries. Because of the lack of communication and time, the President felt unable to commit herself. It should however be good if cooperation took place in the future maximising the degree of expertise and experience rather than multiplying this type of event.

A Seminar on Documentation to be held in Cuba, 1990, and specifically geared to the needs of developing Documentation Centres is now planned and will be the subject of our present meeting.

**Relationship with the FIAF International Index to Film and TV**

At the Paris Congress the Documentation Commission restated its full support to this FIAF Project. Throughout the year Michelle Aubert and Michael Moulds met so that the new President becomes acquainted with the areas of work undertaken and seeks ways to further co-operation. We are pleased to report that a sound communication line has been achieved and new ideas for wider distribution and sale of this database have emerged:

**Publication on microfilm of cumulated Film and Television records held by PIP is now in process covering 15 years of Film indexing and 8 years of TV indexing.**

This project is self-financed by pre-publication offers and should with targetted marketing, bring potential new subscriptions. Lists of Universities and colleges giving media courses by countries are being gathered by Michael who will also call on a contact or supporter in each country 'targetted' to mail these publicity leaflets. In addition, the leaflets will also be inserted in the annual volumes soon to be published and further advertised in the publication leaflet of FIAF and the Bulletin. This type of targetted rather than mass marketing is felt more appropriate for it and will not cost anything to run- the leaflets are being produced by the BFI own printing department- see also Michael's own report.