



REPORT OF THE CATALOGUING COMMISSION  
TO THE ANNUAL CONGRESS  
VIENNA, APRIL 6-7, 1984

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The Cataloguing Commission met in Plovdiv, March 27-30, 1984. For the first time in over ten years, our meetings were held jointly with the meetings of the Documentation Commission. This plan worked very well. Most of our working sessions were held separately, but one half-day joint session was allotted for formal discussions of mutual problems. In the meantime, at breaks and at meals, we came to know one another, and many informal discussions took place involving mutual concerns.

I. Cataloguing Commission Matters

Commission members prepared reports which showed much progress on all fronts:

A. Projects Nearing Completion for Publication

Work on the bibliography of national filmographies and the polyglot glossary of terms useful for film cataloging is nearly complete, and we believe that the manuscripts will be ready for submission to the Secretariat in Brussels before the end of the year. We are also reviewing a draft cataloging chapter for submission to the editors of the revised Handbook for Film Archives.

Substantial progress has been made on the computer survey project. During the early spring of 1984, Roger Smither (IWM) received additional survey responses from FIAF members, bringing the total number of responses to 34, a sufficient

amount to provide useful analysis and evaluation. Mr. Smither has prepared a first draft of the analysis which already shows some intriguing trends: (1) Of the 34 institutions responding, 5 are currently using computer systems, 21 are planning for computer usage, and 8 have no current plans to utilize computers. (2) All of the 7 institutions who reported computer usage during the previous survey have changed from the systems then in use either to something different or to no computerization at all. (3) There is a decided trend away from the use of computer bureaus for input toward in-house, on-line systems utilizing mini- and even micro-computers. (4) There is also a trend toward cooperation with television and film producers in the sharing of computer systems for cataloging activities.

Mr. Smither has still not heard from several archives whom we believe are either using or have imminent plans to use computer systems. We would like to give these institutions one more chance to respond. However, since this field is one of constant and continuous change, we do not wish to wait too long, or the information Mr. Smither has so far compiled is likely to be hopelessly out-of-date. We therefore count on a December 1984 date for the submission of the manuscript to the Secretariat in Brussels.

#### B. Reports upon Which Work Is Continuing

Work continued through the year on the standard rules for cataloging, planning for the union list of holdings from the nitrate era, and the sample technical data form project. Reports in all three areas were submitted to the Commission. Roger Holman

(BFI) presented the Executive Committee's proposals for the union list, i.e., that the project should be limited (at the beginning) to sound features, produced in a country other than one's own archive, and ending with the date that ends the nitrate period for that country. The Commission approved his draft data form and reaffirmed our intention to utilize the ISBD standards for abbreviations of names of states. Mr. Holman also presented proposals for standard FIAF member name abbreviations. No agreement between the Commissions was reached on this point, and Roger Holman (CC) and Frances Thorpe (DC) will study the topic further. Mr. Holman and Brigitte van der Elst will oversee the further development and implementation of this project.

Following the success of the "Potemkin Package" presentations and discussions led by Günter Schulz (SFA) and Rolf Lindfors (SFI) in Stockholm, the Commission was asked to provide sample technical data forms which could be offered to developing archives for their adaptation and use. Dr. Schulz studied the matter, analyzed the various extant forms, and provided a draft paper for the Commission's deliberations. He has coordinated his work with the East European Preservation Sub-Commission. The end result will be a publishable document, describing methods for collecting technical data, listing pertinent categories, providing examples of forms, and including a glossary of technical terms.

The Commission discussed plans for our contribution to the 1985 Technical Symposium in New York. Jon Gartenberg



(MOMA) will prepare sessions on the use of computers in cataloging, and Harriet Harrison (LC) will present a session on basic film cataloging.

## II. Joint Commission Matters

The two Commissions agreed to continue sharing information about their activities and projects. Everyone recognized that the exigencies of computerization with their concomitant implications for networking are compelling the adoption of a wide range of standards. The Commissions decided that they would first study transliteration rules standards and common abbreviations standards.

The following persons attended the Cataloging Commission working sessions:

Harriet Harrison (LC)  
Jon Gartenberg (MOMA)  
Roger Holman (BFI)  
Wolfgang Klaue (SFA)  
Rolf Lindfors (SFI)  
Márta Luttor (MFI)  
Günter Schulz (SFA)  
Roger Smither (IWM)  
Ani Velchevska (BNF)  
Observers: Galina Gencheva (BNF)  
Galina Tsoncheva (BNF)

A special thanks is owed to the Bulgarska Nacionalna Filmoteka for their very generous contributions to the success of our commission work by hosting the joint meetings. We will not soon forget their warm hospitality, the pleasant surroundings, and their careful attention to our every need.