

Report of the Cataloguing Commission of FIAF

Submitted May 4, 1981, Rapallo

The Cataloguing Commission normally meets once a year to coordinate activities and to carry on the technical cataloguing work of our Federation. This year the Commission met in unseasonably cold weather but very pleasant surroundings in London, April 21-25, 1981. Our sponsors were the National Film Archive and the Imperial War Museum. They provided us with a warm place to stay, warm meeting rooms, and good food. Present at the meeting were:

Ms. Harriet Harrison	-	Library of Congress, Chairperson
Ms. Dorothea Gebauer	-	Deutsches Institut für Filmkunde
Mr. Roger Holman	-	National Film Archive
Mr. Rolf Lindfors	-	Svenska Filminstitutet
Ms. Márta Luttor	-	Magyar Filmtudományi Intézet, Filmarchivum
Mr. Gunter Schulz (representing Mr. Klaue)	-	Staatliches Filmarchiv der DDR
Mr. Roger Smither	-	Imperial War Museum
Ms. Ani Velchevska	-	Bulgarska Nacionalna Filmoteka

Our plan of work concentrated on three basic tasks, preparation of the cataloguing glossary, preparation of the national filmographies publication, and work on standardized cataloguing rules.

1. The Glossary

Our glossary, a dictionary of credit and technical terms useful for film cataloguing, now has complete drafts in three languages: English, French and German. Once the Russian and Spanish versions are complete, we will collate the texts, prepare an English language introduction, perform the necessary retyping, and then send it to Brussels for printing. We realistically estimate that this work will require at least another two years.

2. Bibliography of National Filmographies

Originally thought of in a very limited manner, this publication has broadened in scope and has now come to include not only filmographies but also private files, manuscripts, periodicals, and other publications which, while not strictly filmographies, are none the less useful, especially in areas (e.g., the U.S.) where comprehensive national filmographies do not exist. Our aim has been to create a practical document, rather than a theoretical one, which will serve as a handy reference aid for film cataloguers who are faced with cataloguing films from countries whose filmographic resources are unfamiliar to them. The major editor and

compiler of this work is Ms. Dorothea Gebauer of the Deutsches Institut für Filmkunde, Wiesbaden. At the meeting she distributed nearly complete drafts which each commission member will review and return to her by July 1, 1981. Following that, she will make final corrections and distribute drafts to all FIAF members for corrections, criticisms, and comments. We hope to have the final draft printed in Brussels for distribution to members and for public sale.

Already, Commission members have been benefiting from the drafts in hand. Rolf Lindfors, of Svenska Filminstitutet, Stockholm, reports that he used the draft in his cataloguing work. He was studying a Russian film for which he needed cataloguing information. His library resources failed him, and he then checked our draft for Russian filmographic sources. There he found a publication previously unknown to him. Although the publication was out-of-print, he was able to contact Gosfilmofond about it, and they sent him a copy which they made for him. This publication held the answers to his questions.

From this experience we look forward to the time when our bibliography will increase the efficiency of all cataloguing departments, by increasing awareness of the availability of research tools and by encouraging the development of international cooperation in the creation of cataloguing records.

3. Standardized Rules for Film Cataloguing

This arduous task has as its goal the preparation of an international standard set of rules which is both simple and comprehensible. The rules will provide guidelines for archives who are just beginning cataloguing work and will also serve as a means of communication among established archives. While our immediate goal is to facilitate international understanding and cooperation, a long-term possibility is the development of an international data base of information about film (not holdings) which can reduce the work of individual cataloguing departments by avoiding duplication of effort. We believe this cooperation is especially urgent in these times of economic stringencies within archives.

As we reported last year we have divided our project into eight working areas:

- *Titles
- *Versions
- Countries and languages
- *Companies and dates
- Physical description
- Cast
- Credits
- *Summaries and notes

All of the areas have now been assigned, and at our London meetings, members presented four discussion papers (items with*). Members based their discussion papers on research into a variety of available rules systems and then

presented problem areas along with suggestions for solutions. We discovered more areas of agreement than we had foreseen and are very pleased with the results of our work, although ⁱⁿ some areas, e.g., treatment of series titles, problems remain. At our next meetings we will hear and consider the remaining discussion papers; those members whose discussion papers have already been presented will prepare a first draft of rules for the meetings.

Through our President, Mr. Wolfgang Klaue, we are already in touch with other international organizations about our work, specifically:

IFLA	-	International Federation of Library Associations
FIAT	-	International Federation of Television Archives
ICA	-	International Council of Archives
IASA	-	International Association of Sound Archives

These organizations, especially FIAT, are interested in our efforts and have suggested a group meeting to discuss our draft rules once we have something to present. We look forward to this cooperation, as to the comments from each of our FIAF member archives, for we recognize that rules must have a wide acceptance and constituency in order to be truly useful.

These are our current major areas of work within the Commission. We would be very grateful to you for informing us of any other areas or problems for which you would like assistance and support in the field of cataloguing. As far as we are able, we will gladly add them to our work agenda for future meetings.

Respectfully submitted,
Harriet Harrison, Chairperson.