

REPORT OF THE CATALOGUING COMMISSION

TO THE ANNUAL CONGRESS

CANBERRA, APRIL 14-15, 1986

The Cataloguing Commission was hosted this year by the Nederlands Filmmuseum and met from March 11 to March 15 in Overveen, the Netherlands.

Those present at the meetings were:

<u>Members:</u>	Harriet Harrison, President	Library of Congress (Washington)
	Jon Gartenberg	Museum of Modern Art (New York)
	Dorothea Gebauer	Deutsches Institut für Filmkunde (Wiesbaden)
	Rolf Lindfors	Svenska Filminstitutet/Cinemateket (Stockholm)
	Günter Schulz	Staatliches Filmarchiv der DDR (Berlin)
	Roger Smither	Imperial War Museum (London)
Ani Velchevska	Bulgarska Nacionalna Filmoteka (Sofia)	
<u>Observers:</u>	Jan-Hein Bal	Nederlands Filmmuseum (Amsterdam)
	Anke Bel	" " "
	Afra Groot	" " "
	Peter Westervoorde	" " "

On the second day of our meetings, Brigitte van der Elst joined us from Brussels.

The Commission's meeting agenda included publication sales, publicity and updates, project progress reports, a review of the first chapters of the standardized cataloging rules drafts (including preliminary rules, rules for titles, statements of responsibility, editions/versions, and production/distribution information), budgetary, and membership matters:

I. Publication Sales/Publicity/Revised Editions.

In 1985, The Commission produced three publications: the Bibliography of National Filmographies, the Glossary of Filmographic Terms, and the Study on the Usage of Computers for Film Cataloguing. These works were introduced at the Annual Congress in New York, and a publicity flyer containing further information on each of the publications will be distributed to PIP subscribers in two months' time. The books have been reviewed in two journals: Media Arts (US), and Audio-visual Librarian (UK). Two other journals have indicated a willingness to receive review copies: The Historical Journal of Film, Radio and Television (UK), and the

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OLAC Newsletter (US). Despite the low level of publicity to date, book sales have been encouraging; 108 books in all have been sold, including 60 copies of the Glossary, 26 of the Computer Survey, and 22 of the Bibliography of National Filmographies. Total gross income from the sales of the publications was \$1589.00 (US).

The Commission set up a sub-committee consisting of Jon Gartenberg, Ani Velchevska, Roger Smither, and Brigitte van der Elst to continue work on the Glossary. They have decided to collect lists--in as many languages as possible--of the glossary terms. The terms will be related to the terms in the present Glossary by the use of the numbering system already provided in the current publication. The final results of this work will be incorporated into a new edition of the Glossary. We request all FIAF members whose languages are not yet represented in the Glossary to create lists in your languages and send them to the Secretariat in Brussels. In compiling the lists, it is not necessary to provide translations of the definitions, but only to give the terms in your languages which correspond to the terms used in the Glossary. If you have already done translations of the definitions, or find that some terms require explanations in translation, we will be happy to receive these also. Please send your contributions to:

Ms. Brigitte van der Elst
Executive Secretary
FIAF Secretariat
Coudenberg 70
1000 Bruxelles
BELGIQUE

Following the resignation of Marta Luttor (Magyar Filmintézet - Budapest) from the Commission, Rolf Lindfors has agreed to take up the work of revising and updating the Bibliography of National Filmographies. In the near future, he will be sending each of you a letter requesting you to correct and update your national bibliography lists. Please return your corrected and updated lists no later than December 31, 1986 to:

Mr. Rolf Lindfors
Cinematéket/Svenska Filminstitutet
Box 27126
S-10252 Stockholm
SWEDEN

II. Projects Underway.

1. Union List of Holdings from the Nitrate Era. Working with the FIAF Secretariat and the members of the Executive Committee, the Cataloguing Commission designed and is now overseeing a project to create a union list of holdings from the nitrate era. Each FIAF member participating in the project has been requested to fill out holdings cards for:

- a) all sound feature films
- b) from a country other than the country of the contributing archive, and
- c) which were produced during the nitrate era.

Films in this category from countries which were formerly colonies of the archive's home country should be treated as foreign productions and included in the project. Likewise, titles from this era which are held only on safety stock are considered within the scope of this project and should be included. Cards are available from the FIAF Secretariat--which has thusfar received requests for 12,300 cards. The number of cards requested by any single participating archive ranges from a few thousand down to just one. The following archives have already submitted filled-in cards to the project: *London 1617* Milan, Montevideo, Munich, Stockholm, and Tehran. Please remember that the use of the cards is limited to designated representatives (normally preservation officers) from participating archives. For the protection of member archives, the designated representatives may only query the file upon a title by title basis. The Secretariat will not send out lists of archive holdings.

This project is meant to be ongoing. An archive may join in the project at any time simply by filling out cards for its appropriate holdings; participants should also update their holdings lists by filling out cards for new acquisitions falling within the scope of the project. Archives which hold large numbers of titles within these categories may choose to send in cards prior to the completion of an entire set. Such partial sets should follow a logical pattern of submission (i.e., by country name, date, or alphabetically by title.)

2. Upcoming Publications.

a). Sample Technical Data Forms.

In collaboration with the Preservation Commission, Günter Schulz is preparing a document which will describe methods of gathering, organizing, and storing technical data files in film archives. His paper will include samples of technical data forms used in archives and make practical recommendations for archives wishing to create such forms and files. In order to complete his task, Dr. Schulz would like archives to send him descriptions of any graded categories (e.g., I - IV, A - E, 1 - 3, etc.) which they employ to judge the quality of copies, both originals and preservation materials. Please send such descriptions no later than September 1, 1986 to:

Dr. Günter Schulz
Staatliches Filmarchiv der DDR
Hausvogteiplatz 3/4
108 Berlin
DEUTSCHE DEMOKRATISCHE REPUBLIK

b). Standardized Cataloging Rules.

The Commission spent a day and a half in Overveen reviewing the first half of the draft "FIAT Moving Image Cataloging Rules." We hope to have a finalized draft ready for review by members in 1987. The Cataloguing Commission of FIAT and the UBC Office of IFLA will also receive review drafts.

c). Genres.

The Commission has set up a subcommittee to gather samples of genre lists used by various member archives. Since our first request last year, we have received lists from Amsterdam, Beograd, Jerusalem, Los Angeles, Moscow, Washington (LC), and Wiesbaden. We would like to receive more lists. Please send your contributions to either Dorothea Gebauer or Günter Schulz.

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Langenbeckstrasse 9
D-6200 Wiesbaden
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Dr. Günter Schulz
Staatliches Filmarchiv der DDR
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A special thanks is owed to Jan de Vaal and his colleagues, in particular Jan-Hein Bal, at the Nederlands Filmmuseum for hosting our meetings this year. He and his colleagues did everything to make us feel welcome and to expedite our work.