

MINUTES OF THE P.I.P WORKING GROUP

Pordenone, 27-29 September 1986

Present: Karen Jones, Michael Moulds, Frances Thorpe, Jana Vosikovska

Apologies: Milka Staykova

In the absence of the President of the Commission Karen Jones chaired the meeting.

Michelle Snapes joined the Working Group for some sessions in order to report back to David Francis on the current situation of the Index.

1. Approval of the minutes of the PIP Working Group, Wiesbaden, 10-11 November 1985

Corrections:

- 1.3 line 6 1984 Film volume not 1983
p.6, para.3, line 6 "automatic production of the director index, and the author index with page numbers for annual volume"

2. Matters arising

- 3.1 Jana had discussed additional support with Bob Rosen who had misunderstood the situation, and John Kulper who was unable to join the supporters.
- 3.2 No contract had been drawn up with St James
- 3.3.1 Questionnaire - not yet undertaken
- 3.3.4 TV service - not undertaken
- 4 3(b) Letter offering 10 year fiche cumulation not yet sent
- 3(e) Material for inclusion in the 'LC Information Bulletin' had still to be sent to Paul Spehr
5. Supporters. Portugal has joined. Montreal were not able to. It was not known if Milka had asked Lausanne.
- Neither Milka nor Michael had been able to attend the 1986 FIAF Congress in Canberra. David Francis had made the report to the Executive Committee. It was reported that the Supporters' meeting was constructive.

3. Documents tabled

- 1a Spreadsheet of transactions between FIAF and the PIP from 1982- September 1986
- 1b Explanatory notes
- 2 The situation at the end of 1985 and its effect on 1986
- 3 Expenditure outstanding at 24.09.86
- 4a Draft budget for 1986
- 4b Draft budget for 1987
- 4c Draft budget for 1988
- 5 PIP-subscriptions 1987
- 6a St James statement of accounts (24.8.86)
- 6b St James letter (ditto)
- 7 Letter from Oriel Computers
- 8 Letter from Juliet Leeves

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4. Current situation

Michael outlined the information given in documents tabled showing how the position had worsened since November 1985. Debts had had to be carried over and annual volume income had been slow to come in. Some subscriptions and supporters' contributions had not yet been received.

The 1985 Film volume has just been published and 650 copies printed. Payments often come in over 4 months after invoices sent.

Lease to 90-94 Shaftesbury Avenue had expired at the end of September and the agents were asking for a 100% rent increase. Agents would not agree to re-dividing the two offices with Index staying on in one side. A letter asking for a short extension until December accompanied by a cheque had been refused. At present the Index and Infodoc are 'squatting' until the FIAT Executive has met in November, or until the landlords start proceedings.

Subscribers - Michael would prepare a new list for the EC meeting

Financial situation - an updated statement based on Document 3 together with estimates for costs for re-decoration, solicitors' fees and removal costs; salary increase for upgrading to Grade 6 of assistant and new Order form. Updated figures for Document 4a were also worked through.

5. St James

It was agreed to continue with St James unless/until a better deal can be found. Michael would like to take back UK distribution from 1987 as this would increase income by not giving discounts or paying St James handling costs. It would have the disadvantages of changing the ordering address yet again for customers and increase in time for PIP staff dealing with invoicing, record keeping etc.

In the meantime Michael was asked to draft an agreement which would be sent to St James by the Documentation Commission.

Annual film volume standing orders numbered 175 in the US and 201 in the UK. Actual volumes sold for the 1984 Film volume were US 280 and UK 216.

The 1983-1984 TV volume is ready for publication*

It was decided to close down indexing in December 1987 in order to bring forward the date of publication of the Film volume

January

6. Computerisation

Michael had received an updated costing from Oriel for supplying and maintaining input software and catalogue production (microfiche and annual volume CRC). (Doc.7)

In view of the financial situation Infodoc had continued to copy for microfiche and volume in 1986.

Juliet Leves had undertaken some consultancy and her

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6. recommendations were circulated (Document 3).

7. Future proposals

7.1 Much time was spent on current and future budgets looking carefully at expenditure for possible savings and income for ways of increasing and improving the cash flow.

Discussion covered, among others, the following ideas:

- additional supporters including non-FIAF members
- the increase in volume prices if sales had not risen substantially by the end of 1987
- continuing to seek funding from outside bodies eg Council of Europe
- increasing the fiche subscription
- moving to an office with cheaper rents if possible
- following up a contact with Saur made via Alfred. This would be undertaken by Alfred, Eberhard and Michael
- continuing to investigate cooperation with the BFI computerisation of its data following a meeting with Gillian Hartnoll

7.2 FIAF

In the current situation it was thought that the PIP needed to discuss the following proposals with the EC in November:

- grant towards moving expenses (1986/1987) c.£3000
- annual subsidy starting in 1986 and linked to inflation c.£5000
- loan for purchase of computer and initial support and training to be repayed between 1987-1992 £7325

These would be presented by Michael with supporting budgets and information.

7.3 Supporters

When the supporters first met in Rapallo and agreed rate of support they also agreed to an annual increase of ~~to cover~~ inflation. This has never been implemented. It was agreed that Michael should contact supporters about this and report back to the EC. It would be explained to the supporters that the PIP was also asking FIAF for an annual subsidy starting in 1986.

It was foreseen that the support would need to be increased by 5% per year.