

REPORT OF THE CATALOGUING COMMISSION
TO THE EXECUTIVE COMMITTEE

MONTREAL, NOVEMBER 12 - 14, 1988

The Cataloguing Commission met from June 6 - 8, 1988 in Toulouse, where we were well cared for by Raymond Borde and his staff at the Cinemathèque de Toulouse. This report discusses progress made both during the meetings and subsequent to them.

PROJECTS

1. FIAF Cataloging Rules.

During the summer and early fall, I completed work on the Introduction and Appendices (with the exception of the Examples Appendix, where a few additional examples are required). The Commission members are now in the process of reviewing these documents, and I plan to submit a finalized draft to the Secretariat by the beginning of January. I have brought with me a copy of the current draft for anyone who is interested in seeing it.

2. Glossary Supplements.

Work on the first supplement to the Glossary is nearly complete. For publishing it, Brigitte van der Elst has requested a grant for 13.000 ECU from the AECTV. She reports that our request has passed the first level of review, and we should expect to receive final word from them soon. Languages to be included in the first supplement are: Portuguese, Italian, Hungarian, Czech, Bulgarian, Dutch, Swedish and Flemish.

3. Guidelines for Microcomputer Software Evaluation.

Commission members reviewed Roger Smither's draft paper, "Guidelines for Microcomputer Software Evaluation," and volunteered to send suggestions to him by the end of summer. Mr. Smither is still awaiting some of the responses, but will not wait any longer than the end of December, when he plans to send the revised draft to the Secretariat for publication.

Cataloguing Commission Report, Montreal, p. 2.

4. Cataloging Brochure.

Roger Smither and Brigitte van der Elst are working out last-minute publishing details for the cataloging brochure. I have attached a copy of the design draft for you to examine. (See Attachment A.)

5. Guidelines for Recording Technical Data.

The translations of the technical data guidelines are now complete. Günter Schulz and Hans Karnstädt prepared the original draft in German and translated it into English; Roger Smither revised the English language draft. The French translation was prepared by Frantz Schmitt; the Russian translation was prepared by Ani Velchevska; and the Spanish language draft was prepared by Delores del Vesa. Dr. Schulz and Mr. Karnstädt would like to publish the technical terms in columns across the page in the same way as the Glossary was done. Acknowledgements will appear in English only. Remaining work includes the preparation of a polyglot index and the compilation of information about categories. Dr. Schulz will coordinate publishing issues with Brigitte van der Elst, once the manuscript is ready for submission to the Secretariat.

6. Early Production Company Names and Logos.

At the Commission meetings, Vladimir Opela reported on progress with our project of collecting early production company logos and documenting company histories. Mr. Opela has concentrated his efforts on collecting the logos from the film materials themselves. At our meetings, he distributed envelopes with copies of logo frames from the films, reporting that it seemed much easier to collect the logos than to document their histories. Dorothea Gebauer showed the Commission the results of her work of collecting logos and histories from contemporary documentation — including journals, magazines, and newspapers of the period. Mr. Opela intends to continue work on this project by sending a letter to all archives, describing the project and asking for the archives' help — both by contributing to the study of logos themselves and by soliciting the help of film historians and other interested groups who might be encouraged to contribute to this work. Since the scope of the project is very large, his idea is to publish it in looseleaf form. In this way, pages can be continually added to the work in an organized fashion, and archives can benefit more quickly from the work which has already been accomplished.

7. Bibliography of National Filmographies (Revised Edition).

Rolf Lindfors reported to the Commission that he had sent each archive the xeroxed pages of the first edition—together with updates for their countries—which he prepared in his archive. He has requested that each archive review these materials, make corrections, deletions, and additions as appropriate, and return the revised bibliographies to him by September 1. Once the revised lists are returned to Stockholm, Mr. Lindfors will prepare the typed manuscript, using the Documentation Commission standards for book citations.

The Commission next discussed a proposal from Chris Horak (Rochester) to include citations for personal filmographies, as well as citations for individual journal articles containing such filmographies, in the second edition. While the Commission members recognized that Dr. Horak's proposal would be helpful to archive staff members and researchers alike, everyone agreed that implementing the proposal was completely beyond the scope of unpaid Commission work and would require a new "P.I.P.-equivalent" staff. I agreed to write to Dr. Horak, explaining our concerns and making suggestions for possible means of implementing his idea. A copy of my letter to Dr. Horak and his response are attached for your consideration. (See Attachment B.)

8. Union List of Films from the Nitrate Era.

In Paris, the Commission received two suggestions for the Union List project. Brigitte van der Elst requested that the Commission consider the possibility of expanding the parameters of the project, and Peter Konlechner suggested that we expand the scope of the project to include all sound-era holdings from every archive, then publishing this holdings information. During our meetings in Toulouse, the Commission members discussed these suggestions — considering them carefully -- and decided, for the present, not to recommend expansion of either the parameters or the scope of the project for two main reasons:

1) Not all work on holdings falling within the present scope of the project has yet been completed and submitted to the Secretariat. We thought that participants should be encouraged to complete this work before expansion of the project's parameters.

2) Those participating in the project did so with the clear understanding that their contributions could only be used for preservation questions and then only on a title-by-title basis. Since it was the Executive Committee—rather than the Commission—who set these restrictions, we did not

believe we could recommend publishing or expanding the scope of permissible searching without: a) your consent, and b) the consent of each participant. We are now presenting the matter to you for possible discussion at the Montreal meetings.

9. Symposia.

Lisbon. Jon Gartenberg and I met with Andre Gaudreault, Luis de Pina, and Jose Costa in Paris. The Commission discussed my report on the results of our deliberations and prepared a draft for M. Gaudreault's consideration. M. Gaudreault and I met on November 11 to achieve compromises on the remaining differences in our proposed symposium agenda.

Havana. Günter Schulz has agreed to oversee the work of preparing specific proposals for the Havana symposium, along the lines recommended by Hector Garcia Mesa. When we meet in Lisbon, the Commission members will review his proposals and prepare a final agenda for our portion of the symposium.

COMMISSION MEMBERSHIP

The Commission members decided in Toulouse to invite Carlos Roberto de Souza, head of the cataloging department in São Paulo, to attend our Lisbon meetings as a guest expert. Ms. Galvao has accepted this request on behalf of her archive and has secured funds for Mr. de Souza to attend.

COMMISSION MEETINGS

Finding suitable times and locations for Commission meetings has, in recent months, been a subject for discussion — both at the Executive Committee meetings and amongst the members of the Commission. Several of the Commission members like having our meetings in conjunction with the Annual Congresses, because it gives them the opportunity to attend the Annual Congresses and Symposia. Unfortunately, this arrangement causes difficulties of coordination both for the Annual Congress hosts and for Commission presidents. In addition, the practice of holding meetings jointly with Congresses increases problems of securing travel permissions and funds for a significant number of Commission members — particularly when Congresses are held in places far distant from their archives. We have not yet found a satisfactory solution for resolving these conflicting interests and needs, and would welcome your thoughts on the matter.