

REPORT OF THE CATALOGUING COMMISSION
TO THE FIAF ANNUAL CONGRESS
HAVANA, APRIL 19-20, 1990

The Cataloguing Commission met from April 23-25, 1989 in Lisbon. Our special thanks to the colleagues of the Cinemateca Portuguesa for their patience, good will, and generous hospitality, despite the fact that they had just finished hosting an Annual Congress.

Those present at the meeting were:

Members:

Harriet Harrison, Chair	Library of Congress (Washington)
Jon Gartenberg	Museum of Modern Art (New York)
Dorothea Gebauer	Deutsches Institut fur Filmkunde (Wiesbaden)
Rolf Lindfors	Svenska Filminstitutet/ Cinematket (Stockholm)
Vladimir Opela	Ceskoslovensky Filmovy Ustav (Prague)
Gunter Schulz	Staatliches Filmarchiv der D.D.R. (Berlin)
Roger Smither	Imperial War Museum (London)
Carlos Roberto de Souza	Cinemateca Brasileira (Sao Paulo)
Ani Velchevska	Bulgarska Nacionalna Filmoteca (Sofia)

Guests:

Hector Garcia-Mesa	Cinemateca de Cuba (Havana)
Brigitte van der Elst	FIAF Secretariat (Brussels)
Michael Friend	AFI National Center for Film and Video Preser- vation (Los Angeles)

This report discusses progress made both during the meetings and subsequent to them.

PROJECTS

1. FIAF Glossary of Filmographic Terms.

Project leader, Jon Gartenberg, reports that last year's publication of the revised version of the Glossary has generated offers of help in producing new language lists from our member archives. He is already hard at work on coordinating these efforts and preparing a new manuscript for the publication. Possible additional languages include: Croatian, Danish, Finnish, Norwegian, Polish, and Roumanian.

2. FIAF Cataloguing Rules.

Many thanks to all who sent in suggestions for improvements to the FIAF Cataloguing Rules. We have now reviewed all the comments and incorporated your excellent suggestions into the final manuscript - which is now in final form and ready for submission to FIAF's publisher, K.G. Saur. Work on these rules was begun in the early 1980s; our object was to produce a set of rules which could incorporate both the general principles of organization outlined in the Commission's 1980 manual, Film Cataloging, and the international standards for cataloguing/punctuation issued by the International Federation of Library Associations (IFLA). These latter standards were important for us to consider since UNESCO had sanctioned IFLA as the official provider of international standards for cataloguing. Our goal was to present a set of rules whose philosophy was firmly grounded upon archival needs but, at the same time, which provided a readily recognizable means of exchanging systems or to upgrade their current ones. The result, a text of 134 pages, is heavily illustrated with examples. It includes a glossary of cataloguing terms, a scale for converting meters to minutes to feet, a list of FIAF archive codes, a list of abbreviations, a bibliography, and an index.

3. Union List of Films from the Nitrate Era.

This project, begun in 1985, was designed to collect information about FIAF Archive holdings of sound feature films from the nitrate era (1927-1955) which have been produced in countries other than the country of the reporting archive. Members and observers can participate in the project by filling in forms (one per title matching the above parameters) and submitting them to the Secretariat in Brussels. At the Secretariat, the data from the forms is entered onto a microcomputer, utilizing MICROISIS software. In return for participating, archives have the privilege of querying the Secretariat about holdings for titles which they are seeking to preserve. The project has already been quite successful, but we would like data from additional archives who are willing to participate. All archives are very welcome to join the project. Our Executive Secretary, Brigitte van der Elst, will be very happy to send you instructions for participating, together with the forms you will need to fill out. Please indicate, as part of your request, the approximate number of forms you will require. If you desire, Ms. van der Elst will also be happy to discuss alternate methods for the submission of data, for example, computer printouts, etc.

4. Guidelines for Recording Technical Data

Work is complete, and publishing plans are under discussion for this joint project of FIAF's Cataloguing and Preservation Commissions, co-authored by Günter Schulz and Hans Karnstädt, this publication will contain a set of guidelines for organizing and controlling technical information about the condition and preservation of moving image materials held by archives. The text is about 30 pages in length and includes both examples and recommendations.

5. Early production Company Names and Logos.

Vladimir Opela heads this project, which was designed to collect early production company logos and to document company histories. The project was launched two years ago at FIAF's 50th Anniversary in Paris with the logos animation film produced by Mr. Opela and animated by Bretislav Pojar. Because the scope of this project is very large and the information will therefore take a long time to collect, the Commission plans to distribute the results of our work in looseleaf form. In this way, archives can benefit more quickly from the work in an organized fashion as they become available. We encourage all archives to participate in the logos study. If you can help, please contact Mr. Opela.

Mr. Valdimir Opela
Ceskoslovensky Filmovy Ustav - Filmovy Archiv
Malesicka ul.
130 00 Praha 3
CZECHOSLOVAKIA

6. Genre Study.

Günter Schulz heads this project, which is designed to collect and compare samples of genre lists used by FIAF archives. There is still time to contribute to the study. Any archives who have not already done so are kindly requested to check with your cataloging staffs to see whether your archive uses any genre, film movement or film style lists. If so, please send them (together with definitions, if possible) to Günter Schulz:

Dr. Gunter Schulz
Staatliches Filmarchiv der D.D.R.
Hausvogteiplatz 3/4
1080 Berlin, DEUTSCHE DEMOKRATISCHE REPUBLIK

7. Bibliography of National Filmographies (Revised Version)

This project for updating the 1985 edition of the Bibliography is headed by Rolf Lindfors. He has sent each FIAF archive xeroxed pages of the 1985 lists - together with suggested updates which he prepared in Stockholm. Currently, he is in the process of collating your corrections, deletions and additions in preparation for publishing the revised edition; If you have not received your xeroxed lists, please let him know either by contacting him here at the Congress or at his office in Stockholm.

Mr. Rolf Lindfors
Cinematheket - Svenska Filminstitutet
PB 27126, S-10252 Stockholm

8. Technical Symposium Cataloguing Session.

On April 21, the members of the Cataloguing Commission will present a morning of discussions concerning basic cataloguing issues, techniques and computer systems. Our presentations will include: an update on patterns of computer usage within FIAF archives, information on MICROISIS software and about its use within a FIAF member archive, and an explanation of how to use the new FIAF rules to prepare basic cataloguing records. Please join us!

MEMBERSHIP

The Commission is saddened to announce the retirement of one of its most cherished and respected members, our distinguished colleague, Dorothea Gebauer. Owing to problems of health, Ms. Gebauer retired from the Deutsches Institut für Filmkunde at the end of 1989. All of us on the Commission will miss her wise guidance and counsel, her innovative ideas and suggestions, her friendship. We will continue to seek her advice through letters and telephone contacts, and wish her better health - as well as continued success and enjoyment in all her retirement activities.