

- will there be an editorial board responsible for the published material towards the members providing this information and towards the EC ?
- is there any long-time plan for the CD-ROM ?
- how much could the price be reduced to make it a competitive item ?

There were also many questions raised in relation with the reference made in Mr MAGLIOZZI's report to the Holdings of Silent Films in FIAF archives, as far as feature films were concerned. In accordance with Ms BLOTKAMP's recommendation, it was agreed to require to Mr MAGLIOZZI and Ms DALTON that 1) the permission to publish the data be asked from the archive concerned and 2) data be systematically checked by participating archives.

Mr KLAUE recommended to ask Helen Harrison (IASA) to include on the CD-ROM her bibliography on audio-visual (film & sound) archiving, which he considered as a very valuable source of information.

Further to Mr COSTA's remark that many archives were not equipped with a CD-ROM drive and still needed concrete information about such equipment, Mr RICCI said he would ask Mr MAGLIOZZI to provide this information when the CD-ROM is demonstrated in Los Angeles.

Following Mr MOULDS' concern in relation to the lack of contribution of many archives to the PIP indexing activity, Mr KLAUE suggested to invite the newly admitted Bibliothèque de l'Image to bring their contribution to this work. This was agreed.

Mr MAGLIOZZI's recommendation to appoint Susan Dalton as a new member of the Commission was unanimously accepted. Ms DALTON was to send her curriculum vitae to the Secretariat in Brussels.

11.4. Commission for Programming and Access to Collections

In the absence of Mr BENARD DA COSTA, Ms CLAES, Deputy Chairman, presented the report from the Commission for Programming and Access to Collections and commented on the following points :

Manual for Research and Access to Collections

The fundamental aim of this project was to present an overview of the difficulties encountered by archives in the fields of programming and access and to propose various ways of dealing with these problems, in the form of a loose-leaf manual to be circulated among FIAF members for discussion.

Sabine Lenk, a German historian and researcher experienced in the field of access in several European and North-American archives, was presently hired by Cinémathèque Royale to write the manual. She had already provided a draft of the main chapters which covered the following topics :

1. available materials (film, non-film, video and photograms). The section on non-film materials could be worked out in collaboration with the Documentation Commission.
2. internal use vs external use
3. services : how to improve communication between researchers or potential users and the archive itself before and during consultation
4. ethics and practicalities of the different media to be made accessible for research (original print, restored version, video copy)
5. how to use programming to make our collections better known to specific audiences ?

Ms CLAES added that the question of limitations imposed by archives on access and the involvement of rights owners in questions of re-use were tackled in each of the chapters.

The chapters would first come out in French and the English translation would follow. The manuscript will be ready by the end of 1994.

Workshop in Los Angeles on "how to use our collections"

Ms CLAES read aloud the letter of Edith Kramer to FIAF members asking them to select two or three topics among the seven issues proposed as a basis for discussion at the workshop in Los Angeles.

Guidelines for the circulation of copies among the FIAF archives

Ms CLAES explained this document was rather a discussion paper than a set of guidelines and she suggested to add this issue to the agenda of the workshop in Los Angeles.

Many EC members believed this was a very important issue to be discussed now in relation with the growth of the Federation and the fact that many new applicants were expecting a greater access to collections by joining FIAF. Mr COSTA and Ms BLOTKAMP thought that films should not be lent to archives which were not properly equipped to meet the technical standards set up jointly by the Technical and Programming Commissions for viewing these films. Mr JEAUVONS feared we might thereby eradicate areas of projection and presentation where less than ideal conditions existed. In these cases, the Commissions could be used as a means of lobbying for the adoption of certain standards.

The Commission's appointment of Suresh Chabria as a new member of the Commission was endorsed by the EC. Mr CHABRIA was to send his curriculum vitae to the Secretariat in Brussels.

Mr DAUDELIN thanked Ms CLAES for her report.

11.5. Working group on Training

Mr JEAUVONS reported that, due to lack of time, the decisions taken in Bologna by the working group on training had not been implemented yet. He believed that the Senior Administrator should be involved in the coordination of this project.