

The Museum of Modern Art

11 West 53 Street, New York, N.Y. 10019 Tel. 956-6100 Cable: Modernart

Department of Film

February 12, 1975

TO FIAF EXECUTIVE COMMITTEE

Dear Colleague:

At our last meeting in Paris, it was decided to ask the Documentation Commission and the committee for the International Index to Film Periodicals to prepare a report on the status of the project, and an analysis of its future prospects, for circulating to you in advance of our next meeting, where we will discuss the continuance of the project.

The Commission studied the project thoroughly, and can find no way to reduce its costs immediately, except to reduce postage costs by sending the cards to nonFIAF subscribers by surface mail from 1975 on, unless the subscriber wishes to pay the extra costs to receive them by air mail. The Commission believes that a major saving would be possible only if an archive in an English-speaking country would be willing to house the project without charging any rent. While we do not give up hope of finding such a place in the future, at present we have no such archive. In order to increase income, we agreed to increase the subscription price by 20% for 1975. In order to increase promotion for subscriptions, we thought of a scheme whereby we would ask publishers of certain periodicals to carry our advertisement free of charge in exchange for getting a set of cards indexing their periodical. We were able to get an advertisement set in type here in New York at no cost to the project, and so far at least one, perhaps more periodicals have agreed to our proposal. You will see in Karen Jones' proposed 1975 budget, which I enclose, that we are asking that FIAF pay the subscription fees for the eight non-paying FIAF subscribers, as we no longer think the project can afford to carry these for free.

Immediately on my return to New York, I investigated the possibilities of obtaining a grant to help sustain the project. I was encouraged by Chloe Aaron of the National Endowment for the Arts to apply there for a grant which would be administered by The Museum of Modern Art on behalf of the project. I made application for \$15,000 (or B.F. 585,000.), which should be more than enough to insure our continuance in 1975. However, the NEA panel will not consider the proposal until their March meeting, and it is extremely doubtful that I will have a response by the time we meet. If we are turned down by NEA, there are still some other possibilities to look into.

Next, we received notice from R. R. Bowker that they did not want to go on with the project and would not even publish the 1974 volume. We began at once to talk to other publishers, several of which were very much interested, but none will offer us terms as high as those we got from Bowker. The best offer has come from the St. James press in London, Jan Stenklev and Jacques Ledoux were consulted, and as a result, we have asked for a draft contract to be drawn up. The enclosed 1975 proposed budget was drawn up with the terms offered by the St. James Press. They have offered an editorial fee of BF 186,000 to be paid within one month of publication of the 1974 volume, for the first 1000 copies sold; if they sell 2000, they will pay us an additional BF 93,000, and thereafter BF 141,500 per thousand copies. However, at the date of this writing, there are still some other terms and conditions to be negotiated. Two other factors make the St. James offer the most advantageous to the project:

Essex County College	6.609	
Metr. Toronto Central Library	6.649	
Ontario Film Institute	6.720	
Univers. Film Study Center, Cambr.	6.608	39.843

February 12, 1975

the proximity of the publisher to our London editorial office, which will make communication much easier and less costly; and two, the St. James Press is interested in keeping the price of the annual volume low, and offering it through bookstores as well as direct to libraries. Bowker sold only by mail to libraries, and we think the St. James plan will result in increasing sales.

The figures for the proposed 1975 budget are as realistic as possible, and unless we get outside help or unless we have unexpectedly high sales and subscriptions, the cost to FIAF will be considerable. On page 6, you will find that the probable cost to FIAF is BF 236.515, or, should the publisher not be able to sell the extra 500 copies of the annual volume, it could go as high as BF 283.015. The subscriptions and the Bowker royalties from 1972 and 1973 volumes are based on our previous experience, as are the expenses, therefore we think these figures are as firm as we can make them.

I hope you will be able to study these figures thoroughly in advance of our meeting, and be prepared to discuss the future of the project. Karen Jones has been asked to attend the meeting as an observer, and will be present to answer any questions you may have.

Sincerely yours,



Eileen Bowser

Enclosed: 1) Accounts of the Periodical Indexing Project and Proposed Budget for 1975.
2) Tabulated results of questionnaire sent to subscribers.
3) Reviews of the 1972 Index.

Essex County College	6.609
Metr. Toronto Central Library	6.649
Ontario Film Institute	6.720
Univers. Film Study Center. Cambr.	6.608
	39 843

F.I.A.F. COMMISSION ON DOCUMENTATION

F.I.A.F. PERIODICAL INDEXING PROJECT

Accounts London 1.5.1974 - 31.12.1974	1
Complete accounts 1974 (Brussels + London)	2
Debtors per December 31, 1974	4
Creditors per December 31, 1974	4
Balance 1974	4
Total costs for FIAF 1.1.1972 - 31.12.1974	4
Budget 1975 (May 1974)	5
Revised estimate of receipts and expenses 1975.	6

KAREN JONES

LONDON, JANUARY 1975

Essex County College	6.609	
Met. Toronto Central Library	6.649	
Ontario Film Institute	6.720	
Univers. Film Study Center, Cambr.	6.608	39.843

F.I.A.F. PERIODICAL INDEXING

COMPLETE ACCOUNTS LONDON 1.5.1974 - 31.12.1974

RECEIPTS

Transfers from Brussels £ 6.100.00

EXPENSES

Wages

Staff salaries £ 2.560.96

Taxes, G.P., N.I.S. 1.402.47

External work fees 106.50 , £ 4.069.93

Office costs 207.70

Supplies 306.00

Postage 862.84¹/₂

Sundries 411.25¹/₂

Total £ 5.857.73

BALANCE (per 31.12.1974)

Receipts £ 6.100.00

Expenses 5.857.73

+ £ 242.27

CREDIT BANK ACCOUNT (31.12.1974) £ 239.80

CASH OFFICE (31.12.1974) 2.47

+ £ 242.27

London, 31.12.1974

DETROIT PUBLIC LIBRARY	0.785	
Essex County College	6.609	
Metr. Toronto Central Library	6.649	
Ontario Film Institute	6.720	
Univers. Film Study Center, Cambr	6.608	20.842

COMPLETE ACCOUNTS 1974 (Brussels + London)

RECEIPTS

<u>Subscriptions:</u>	B.F.	B.F.
1) <u>1973 subscriptions:</u>		
a) <u>FIAF members:</u>		
Museo Nazionale	11.191	
Österreichisches Filmarchiv	11.191	
Turk Film arsivi	<u>3.691</u>	26.073
b) <u>non-FIAF subscr.:</u>		
Australian Film & TV School	13.000	
Los Angeles Public Library	12.147	
Nat.Film Theatre of Australia	17.889	
Ontario Film Institute	<u>13.946</u>	56.982
2) <u>1974 subscriptions:</u>		
a) <u>FIAF members:</u>		
American Film Institute	11.392	
Archion Israeli Leseratim	12.654	
Canadian Film Archives	12.791	
Cinémathèque de Toulouse	14.398	
Cinémathèque Québécoise	12.772	
Cinémathèque Royale de Belgique	13.320	
Cinémathèque Suisse	12.759	
Cineteca Nazionale	12.592	
Det Danske Filmmuseum	12.989	
Deutsches Institut f. Filmkunde	12.914	
Filmkhaneh Melli Iran	12.707	
Jugoslovenska Kinoteka	13.073	
Museo Nazionale del Cinema	2.941	
Museum of Modern Art	12.817	
National Film Archive	12.746	
National Library of Australia	12.670	
Nederlands Filmmuseum	12.746	
Norsk Filminstitutt	12.874	
Österreichisches Filmmuseum	12.766	
Stiftung Deutsche Kinemathek	12.766	
Suomen Elokuva Arkisto	12.916	
Svenska Filminstitutet, Cinemateket	12.746	
Turk Film Arsivi	13.212	
UCLA	<u>12.772</u>	298.333
b) <u>SERIES A subscr.:</u>		
Association pour.....,Toulouse	11.991	
Australian Film & TV School	12.219	
Direccion General de Cinem.,Mexico	12.198	
Hochschule f.Film und Ferns.Münch.	11.062	
Los Angeles Public Library	12.115	
Lund Studenters Filmstudio	11.509	
Nat. Film Board of Canada	12.580	
Nat. Film Theatre of Austr.	12.385	
Radio Canada	12.588	
Universitätsbibliothek, Bochum	11.686	
University of Southern California	12.537	
York University Libraries	<u>12.804</u>	145.674
c) <u>SERIES B subscr.:</u>		
Academy of MPAAS, Hollywood	6.472	
Detroit Public Library	6.785	
Essex County College	6.609	
Metr. Toronto Central Library	6.649	
Ontario Film Institute	6.720	
Univers.Film Study Center,Cambr.	<u>6.608</u>	39.843

B.F. B.F.

- 3) Back sets
- 4) 1975 subscriptions:
Cinémathèque Royale de Belgique

39.499

17.938 624.342

Bowker

- 1) Editorial fee 1972 volume
- 2) Royalties 1.1.74-30.6.74

133.060

20.840 153.900

FIAF main account

- 1) Contribution move to London
- 2) Advance

300.000

230.560 530.560

Balance forward of account in Brussels 31.12.73 "

15.987

1.324.789 B.F.

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EXPENSES

Wages:

- 1) Staff salaries
- 2) Tax, Grad.Pens., N.I.S.
- 3) External work fees

413.097

158.347

44.459 615.903

Office costs:

- 1) Premium
- 2) Rent & service charges
- 3) Insurance
- 4) Telephone
- 5) Electricity
- 6) Cleaning
- 7) Water charges
- 8) Solicitors' fees
- 9) Bank charges

185.607

74.169

2.508

8.376

3.028

4.475

362

25.333

5.550 309.408

Supplies:

- 1) Cards
- 2) Masters + Off-set products
- 3) Stationery

136.757

34.075

9.690 180.522

Postage

134.998

Sundries & travel:

- 1) Travel
- 2) Maintenance machinery
- 3) Equipment office
- 4) Moving & transport expenses
- 5) Advertisements
- 6) Dispatch of cards to Bowker
- 7) Other sundries

19.857

6.215

7.140

38.798

4.526

2.883

4.539 83.958

1.324.789 B.F.

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(Exchange rate used: 1£ = 90.4 B.F.)

DEBTORS per December 31, 1974

B.F.

Bowker (editorial fee 1973 annual = \$5.505)	[215.000]
Library of Congress (1974 = SF 1.000)	[12.800]
Libreria Cientifica General, Madrid (1973 = \$300)	[11.100]
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	[238.900]
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CREDITORS per December 31, 1974

FIAF main account (loan 1973 + 1974)	110.597
Karen Jones (reg. of salary 1.5-31.12.74 = £243.04)	[21.967]
City of Westminster (rates 1.5.74-31.5.75=£189.64)	[17.143]
London Electricity Board (el. 9.10.74-8.1.75=£37.15)	[3.358]
Thames Water Authority (water 1.10.74-31.3.75=£4.28)	[387]
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	[153.452]
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BALANCE 1974

RECEIPTS

Receipts for 1974	+ 1.324.789	
Debtors from 1973 paid	+ 216.115	
Subscription for 1975	+ 17.938	+ 1.090.736

EXPENSES

Expenses for 1974	+ 1.324.789	
Creditors from 1973 paid	+ 21.942	+ 1.302.847
		+ 212.111

DEBTORS per 31.12.1974 + [238.900]

CREDITORS per 31.12.1974 + [153.452]

DEFICIT 1974 + [126.663]

TOTAL COSTS FOR FIAF 1.1.1972 - 31.12.1974

CONTRIBUTIONS:

Move of project to London	300.000	
1972, 1973, 1974 subscriptions for 8 non-paying FIAF subscribers	<u>321.600</u>	621.000

INVESTMENTS:

Off-set duplicator 100.000

LOAN:

Advance to cover deficit 1973 + 1974 110.597

Total

B.F. 832.197
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ET 1975 (May 1974)

IPTS

scriptions

25 FIAF subscr. at SF 1.000	315.000	
8 subscr. at \$300	96.000	
10 subscr. at \$325	130.000	
15 subscr. at \$175	105.000	
subscr. to back sets	<u>49.000</u>	695.000
Librarian fee 1974 annual (50 p. at \$15 = \$6.750)		270.000
Utilities		
2.000 sales at \$2.80	224.000	
600 sales at \$2.56	<u>61.000</u>	285.000

1.250.000 B.F.

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EXPENSES

Editor	380.000	
Typist	210.000	
1/2 extra person	<u>105.000</u>	695.000
Overhead costs (rent, rates, etc.)		110.000
Utilities		250.000
Postage		150.000
Travel		35.000
Supplies		72.000

1.312.000 B.F.

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REVISED ESTIMATE OF RECEIPTS AND EXPENSES FOR 1975

RECEIPTS

B.F.

B.F.

Subscriptions

1) 24 FIAF subscr. at SF 1.250	402.000	
2) 13 Series A subscr. at \$375	190.125	
3) 6 Series B subscr. at \$190	45.460	
4) 1 Back set subscr. at \$200	<u>7.800</u>	645.385

Annual volumes

1) Royalties from Bowker 1972 + 1973 volumes (appr. 1000 copies = \$3.000)	108.000	
2) Editorial fee from St. James Press for 1974 volume (£2.000)	186.000	
3) Payment from St. James Press for appr. 500 extra copies sold (£500)	<u>46.500</u>	340.500

FIAF main account

1) 1975 subscriptions for 8 non-paying FIAF subscribers	134.000	
2) Loan to cover expected deficit in 1975	<u>102.515</u>	236.515

1.222.400 B.F.
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EXPENSES

£

£

B.F.

Salaries

1) Editor	4.300	
2) Typist	2.200	
3) Printer (500 hours)	700	
4) N.I.S. contributions	<u>530</u>	7.730
		718.900

Office costs

1) Rent	700	
2) Rates	250	
3) Service charges	100	
4) Telephone	175	
5) Electricity	150	
6) Cleaning	125	
7) Insurance	50	
8) Water charges	<u>15</u>	1.565
		145.500

Supplies

1) Cards (200.000)	1.300	
2) Masters + off-set products	405	
3) Indexing forms	50	
4) Envelopes	200	
5) Other stationery	<u>145</u>	2.100
		195.300

Postage

(does not include air-mail postage for non-FIAF subscr.)		1.100	102.300
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Sundries & travel

1) Travel	300	
2) Maintenance machinery	75	
3) Card cabinets	50	
4) Other sundries	<u>225</u>	650
		60.400

13.145 £ 1.222.400 B.F.
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(exchange rates used: 1£=93BF, 1\$=39BF, 1SF=13.40BF)