

Ch. DIMITRIU

fiac Executive Committee Meeting
Cartagena, April 19-20, 1997

Officers
Michael Kelly (Paris) President
Brian Smith (London) Secretary General
Mary Jane Hardy (New York) Treasurer

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EXECUTIVE COMMITTEE MEETING

Cartagena de Indias, Colombia

April 19-20 and 26, 1997

Special Member
Knutson Kluge (Berlin)

Discussion Paper II
Bob Boyle (Challenger)
Gustavo Ceballos (Brazzaville)
Maurice Schuch (Havana)

Colombian Documentation Commission
Financing and Administrative Committee
Technical Committee

Executive Secretariat
Cristina Davalos (Bogotá)

Executive Secretariat

Program Dates (Arrival on April 20)

**FIAF Executive committee meeting
Cartagena, April 19-20, 1997**

Present:

Officers

Michelle Aubert (Bois d'Arcy)
Roger Smither (London)
Mary Lea Bandy (New York)

President
Secretary-General
Treasurer

Members

Hoos Blotkamp (Amsterdam)
Paolo Cherchi Usai (Rochester)
Gabrielle Claes (Bruxelles)
Robert Daudelin (Montréal)
Clyde Jeavons (London)
Jorge Nieto (Bogotá)
Vladimir Opela (Praha)
José María Prado (Madrid)
Steven Ricci (Los Angeles)
Iván Trujillo Bolio (México)

Deputy Secretary General

Deputy Treasurer
Vice-President

Honorary Member

Wolfgang Klaue (Berlin)

Commission Heads

Ann Baylis (Canberra)
Gabrielle Claes (Bruxelles)
Henning Schou (London)

Cataloguing -Documentation Commission
Programming and Access to Collections
Technical Commission

Brussels Secretariat

Christian Dimitriu (Bruxelles)

Senior administrator

Excused:

Vladimir Opela (arrived on April 20)

EXECUTIVE COMMITTEE MEETING
Cartagena de Indias, Colombia, 19-20 and 26 April 1997

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FIAF Executive committee meeting
Cartagena, April 19-20, 1997

1. Opening and adoption of the agenda

Ms AUBERT, President, welcomes the participants to the meeting and thanks Jorge NIETO and the Colombian hosts for their hospitality. She informs that Mr OPELA will only arrive on the 20th.

Ms AUBERT calls for comment on the draft agenda. Mr SMITHER suggests to go into a general presentation of the Symposium and Congress before any other matter.

Mr NIETO welcomes everyone to the FIAF Congress and thanks the members of the EC for their contributions to the Congress and Symposium.

2. Approval of the minutes of the EC meeting in Madrid and matters arising

Ms AUBERT calls for corrections to the minutes of the Madrid EC meeting.

Modifications:

Page 4: Ms AUBERT points out that there are no evening screening as they were originally planed as an accompanying programme to the Symposium.

Page 8: The problem of the Time/Warner agreement is raised by Mr JEAVONS. Ms BANDY has been in contact with Mr Roger Mayer. She reports that Time/Warner doesn't see any reasons to change the agreement with the European archives that wish to maintain their deposits and keep archival material.

Ms CLAES suggests to adopt a strong and united position on the Hollywood Classics issue. Different policies are carried out in all countries. FIAF should try to reach a common agreement.

Ms BANDY considers it as essential to adopt David Francis' strategy: to keep the archives in the dialogue with the companies. Ms AUBERT suggests to consider this issue within the frame of our relationship with FIAPF.

Page 10: Mr JEAVONS proposes to introduce «protection and preservation» as important specific key-words in our talks with the Companies.

Page 11: Ms AUBERT stresses the importance of the survey on film stocks carried out by Ms CLAES.

Ms CLAES reports that, in particular, the Gamma Group is progressing on this field by undertaking a survey on the stocks needs of the archives.

Page 11: Ms AUBERT asks Mr TRUJILLO BOLIO about the situation of the translation of the Cataloguing rules into Spanish. Mr TRUJILLO BOLIO estimates that the manual will be translated in August and available in September. He also adds that the Chinese film stock has arrived in Mexico and meets the Filmoteca's needs.

Page 12: Ms AUBERT reminds that FIAF is on the Internet.

Page 14: Mr JEAVONS asks if there are some news from IASA. Mr SMITHER reports that, besides some mail exchange expressing FIAF's concerns about possible conflicts of interests, there are no particular talks going on with IASA.

Ms AUBERT reminds FIAF does not do the same work as IASA, and that therefore the IASA expansion constitutes no major danger for the Federation.

No other important issues being raised, the minutes are approved.

3. Questions arising from the Senior Administrator's report

The Senior Administrator's Report had been circulated by e-mail, fax and regular mail with other documents destined to the EC members. Mr DIMITRIU calls for comments on his report and proposes to leave organisational issues for point 8 of the agenda.

In response to Ms BANDY's question on the new employee's responsibilities, Mr DIMITRIU reports that, after Ms van den Berghe's and Ms Trouveroy's resignations, Ms Quinet is being trained as his assistant for all current activities of the Secretariat. There is a lot to be updated and this is being done. The working procedures are being changed extensively. This process will still take several months to be achieved.

Mr DAUDELIN asks if the integration of the M. Moulds - A. Blampied team to the Secretariat fulfills the original expectations. Mr DIMITRIU responds that the unification is taking place normally, that the Secretariat is getting familiar with the administrative as well as the productive procedures in order to ensure the future functioning of the P.I.P. structure.

Ms BANDY underlines the difficult situation of the Secretariat of Brussels. The move of the FIAF office, the merge with the P.I.P. & CD-ROM staff, and the resignation of the two former assistants has put the Secretariat in a situation that is not easy to manage. The physical move has taken place. The financial and productive aspects of the move have to be completed. This requires time, especially considering Mr Moulds possible retirement.

Mr DIMITRIU stresses that the Secretariat is rapidly increasing its efficiency by improving its facilities.

Mr RICCI expresses his perplexity provoked by some disconnections between the EC and the management of the Secretariat and insists to know how it happened that aside the «Documentation Commission» the title «CD-ROM Editorial Board» has also been added in the FIAF Directory 1996/11.

Mr DIMITRIU explains that in order to correct several errors (and in particular the one Mr RICCI mentions) the decision was taken to publish a new version of the FIAF address booklet (Directory 1997/1). This corrected edition has been circulated to all affiliates.

Ms BANDY adds that she understands the fact that there was no head of the Documentation commission, that contributed to provoke this error.

Questions about the Documentation Commission and the P.I.P. & CD-ROM are raised and postponed for the later discussions.

4. Cartagena Congress and Symposium

a. General organisation

Ms AUBERT introduces the Agenda of the Congress, that has been drafted by the Secretariat with the President's and the Secretary General's agreement. The Draft Agenda has been circulated in English and French. She calls for comments about the Congress programme.

Mr NIETO comments on the Congress and Symposium programmes. He further announces the launching of a postage stamp commemorating 100 years of cinema in Colombia.

Mr. SMITHER reports that very few candidatures and statements for the EC elections have been sent in. Under these circumstances it will be difficult to prepare the elections beforehand.

Ms AUBERT reminds that the three Officers were running for the renewal of their mandates.

Mr DIMITRIU recalls that the list of candidates was included in his report to the EC and that only a few of them had sent their early statement. Three new candidates (Paulina Fernández Jurado, Nelly V. Cruz Rodríguez and Radoslaw Zelenovic) had so far announced their intention to run for the EC. Ms BLOTKAMP, Mr NIETO, Mr DAUDELIN, and Mr OPELA were not candidates.

Mr CHERCHI USAI and Mr TRUJILLO BOLIO are not yet sure if they are running for a new period. Mr TRUJILLO BOLIO has got the authorisation of the UNAM authorities but prefers to postpone his candidature until after the CLAIM meeting to be held on April 23rd.

Mr SMITHER summarises the situation: there are at this moment three unopposed officers, seven confirmed candidates and two possible candidates. It is therefore important at this stage to call for further candidatures.

b. Report of the President to the GA

Ms. AUBERT, who had circulated the President's report as well as her report on the relations with UNESCO, calls for comments.

Ms BLOTKAMP suggests the question of the growth of FIAF and the future of the Federation to be mentioned in Ms AUBERT's report.

Mr DAUDELIN feels that much has been done - and much has failed to be done - with this issue and that therefore this should now be mentioned specially.

Mr JEAUVONS considers that the question of the changes of the membership has to be treated specifically, re-emphasising the situation of the membership in view of the possible changes of the membership structure.

Mr RICCI reminds that the membership question has been postponed for several years and says that the time is right for serious decision-making on the future of the Federation.

Mr JEAUVONS insists that the membership rules have to be changed. Ms AUBERT replies that before such changes are undertaken, it has to be known what the Federation was and what it is now.

Ms BOLKAMP warns against «passive analysis» and recommends a strong policy profile for the future of FIAF.

Ms AUBERT feels very concerned about a democratic discussion on the membership question and therefore intends to pursue her statistical investigations on the components of FIAF's membership. The issue will be discussed at large under point 7.

c. Symposium

Mr NIETO expands on the external contributions to the Symposium (the complete programme is included in the Cartagena Congress Report and Minutes).

d. Election procedures

Mr SMITHER notifies that there is no change in the election procedures. He reminds the details of this procedure and expresses his wish for Mr Wolfgang KLAUE to chair the elections session.

Ms AUBERT reports that Members that couldn't attend the Congress have been required through the Secretariat to extend proxies in order to obtain the required quorum.

e. Changes to statutes and rules

Mr SMITHER reminds that among the topics that will be voted on at the «Members-only» session of the General Assembly, is the proposal of changes of the Federation's *Statutes* and *Internal rules*, as discussed and decided in Madrid.

Mr DAUDELIN believes that rule 33 of Mr SMITHER's proposal - where it is suggested that an affiliate that does not pay his membership fees may still vote if the EC decides so - allows for too wide interpretation. He expresses the feeling that this rule is either too democratic or not democratic enough.

Mr SMITHER believes that it is important to keep a certain flexibility. Furthermore, rule 16 only leaves 6 months to late payers.

Mr RICCI suggests a compromise: to permit a certain flexibility during a certain lapse of time.

Mr JEAUVONS and Ms BLOTKAMP are not favourable to such a flexibility.

Mr DAUDELIN [in the session of April 22] says that a point raised by Mr Rochemont concerning the French version of the changes to the statutes and rules and suggests this version to be checked.

Mr SMITHER reminds that the official text is supposed to be in French but that, taking into account these remarks, it should be recommended to the General Assembly to vote on the English text. This solution is accepted.

5. Questions on financial report

a. Current 1996 FIAF and P.I.P. accounts

Ms BANDY reviews the 1996 FIAF budget and focuses on the fact that over the past two years FIAF has respected a balanced budget. The philosophy of the budget consists to take into account the interests of the struggling members and at the same time to develop as much as possible FIAF's activities. She therefore wishes to keep a balanced budget in future. The objective for FIAF is to continue getting organised and preparing for new projects that allow for better serving the Federation's membership.

b. Revised budgets for 1997 and 1998

For 1997 and 1998, Ms BANDY wishes to adopt the same principles (no surplus, no deficit) as for 1996. Once the budget is approved, she wishes to rely on the Secretariat to assure that the targets foreseen in the budget are to be achieved. She also wishes to maintain the idea of an extraordinary membership fee, that constitutes an important contribution in favour of the archives that experience financial difficulties.

She furthermore suggests to consider FIAF's activities more broadly in terms of publications and in terms of an increased use by EC members of new technologies. The Treasurer calls for comments.

Mr CHERCHI USAI asks if there is a special reason for a decrease in the «contingency» line of the budget. He further wonders if the CD-ROM sales forecasts are reasonable and, finally, asks if the funds for the Summer school at the GEH are secured and if there is a possibility of receiving UNESCO's support.

Mr. DIMITRIU replies that the decrease in the «Contingency» line is due to an improved budgeting procedure and reports that several expenses that had been budgeted under this line before, have been budgeted elsewhere now, in particular Mr. Poncelet's fees that have been moved to the «salaries and fees» section. Concerning the CD-ROM project, he believes that the forecasts have been budgeted reasonably, under the present circumstances and provided that it gets the necessary support from the entire FIAF community.

Ms. AUBERT believes that an application to UNESCO's Participation programme might be presented for the 1998/99 bi-annual period, but that FIAF can not automatically count on a further support. There are maybe other projects that UNESCO wishes to prioritise for the next biennium.

Mr RICCI asks how the salary and external fees structure affects FIAF's budget.

Mr DIMITRIU reports that a part of the necessary services needed for the office are entrusted to external consultants (part of the accounting functions, such as tax advice, audit services, computer and information technologies assistance, etc.). He furthermore underlines that the regular salary costs (which are applicable to two staff members by now) are extremely high in Belgium. This leads to the necessity of keeping part of the

activities under the external contract model, whereas the tendency in FIAF is to cover activities internally.

EC travel expenses

Mr JEAVONS, supported by several other members of the EC, asks the Treasurer about the possibility of making funds available for EC members who can't afford travel expenses, pointing out that this will help maintain a democratic structure of the EC. It is asked whether FIAF has the means of subsidising those people, by the same model as the funding of travelling costs of Commissions members.

Ms BANDY is willing to consider a travel fund for EC members to be included in the budget. If this is possible, they should express their needs to the Secretariat. Ms BANDY, Mr SMITHER and Mr DIMITRIU will consider the possibilities in a further meeting. For example, it might be possible to give the Secretariat authority for disposing of a certain amount that could be used for this purpose. She agrees to make an evaluation and to present a proposal.

Funding of special activities

Mr CHERCHI USAI asks whether the current budgets include the funding of the 1998 FIAF Summerschool in Rochester.

Mr TRUJILLO reminds the history of the ICI fund in favour of CLAIM's activities. This fund should be considered as an example of the «seed money» policy initially adopted by UNESCO.

Mr DIMITRIU replies to Mr CHERCHI USAI that both 1997 and 1998 budgets include the 1998 Summer school (1997 is approved, 1998 is to be submitted to the GA). Furthermore, in answer to Mr TRUJILLO, he underlines that one of the important services offered by the Secretariat to affiliates is the administration of the funds made available to FIAF for special projects.

Ms BANDY proposes a new presentation of the funds. Besides the Reserve Fund, FIAF's accounts should report the special funds of the donors (UNESCO, I.C.I., Paul Getty JR., Extra fees fund, etc.). This new reporting system will be studied by Mr DIMITRIU.

Mr JEAVONS insists on the necessity for a fund that functions like a guarantee for archives or individuals that express their needs.

Ms BANDY fears that there will never be enough money to respond to all these needs, but proposes the creation of a special fund for specific projects.

Ms AUBERT declares herself willing to re-instate a special fund as it existed before.

Mr KLAUE reminds that the FIAF Reserve Fund was intended to meet extreme situations only and isn't therefore flexible enough to meet other needs. The funding of specific projects and travel costs, etc., with funds from other sources, should be operated through a special development fund. He therefore suggests to re-instate the former Development Fund, in particular for financing archives that experience difficulties.

No other comments are formulated Ms AUBERT and Ms BANDY propose to adopt the 1997/8 Budgets and to re-instate the Development fund for particular projects and needs.

The 1998 FIAF budget is unanimously adopted by the EC and will be submitted to the approval of the General Assembly. The Development fund is reinstated.

6. Membership questions report

a. Admission & reconfirmation procedures. New applications forms.

Mr SMITHER presents the Secretary General's Report on membership questions and a proposal of new application and reconfirmation forms. The English version of the forms has been drafted by himself, and the French translation has been worked out at the Secretariat. These documents have been circulated and been used on an experimental basis for the last applications and reconfirmation procedures. He apologises for not having consulted on all aspects of the conception of these papers with the membership working group and asks for further comments or proposals.

There being no additional modifications, the EC decides to adopt the proposed procedures.

b. Reconfirmation of Members

The reconfirmation applications of following members were considered by the membership working group: Tirana and Toulouse (who were already considered at Madrid) as well as Beijing and Los Angeles-UCLA. Mr SMITHER reminds that the constitutional procedure is that the EC votes on the reconfirmation of members.

The reconfirmation of Pyongyang is postponed due to the late arrival of the papers. After a short discussion, the other four candidates are reconfirmed unanimously by show of hands.

Mr. SMITHER reminds that the reconfirmation of Pyongyang, Bologna, La Habana, Lausanne, and Lisboa will be considered at the next meeting (Beijing).

c. Request for change of status

Mr SMITHER reminds that the constitutional procedure for change of status from provisional member to full member is that the EC votes on whether or not to recommend the candidate to the General Assembly.

Skopje and Vaticano were to be considered for change of status from provisional membership to full membership status since the last session. Tehran is a new candidate.

Ms AUBERT has visited the archives in Skopje and was very impressed by the work accomplished by the Kinoteka na Makedonija. Her report has been circulated in which the co-operation with former Yugoslavian archives as well as the sharing of common resources and projects have been considered. She therefore recommends its admission as full member to the EC. The vote in favour of the recommendation to the GA to accept Skopje's application as a full member is passed unanimously.

Mr RICCI had visited the Vatican. He confirms and completes the statements delivered in previous reports. This formality having been completed, the Filmoteca Vaticana's candidature might now be submitted to the GA.

Mr DAUDELIN reminds that the EC has always felt embarrassed by the highly specialised character of the Vatican collections and wonders if they could apply for full membership. He declares himself embarrassed by this ambiguous situation, that hasn't basically changed over the last years.

Mr SMITHER doesn't feel embarrassed since he is himself a specialised archive.

Mr JEAVONS ads that several other FIAF full members are specialised archives.

Mr RICCI stresses that this is a purely procedure issue and asks whether the decision in respect of what has been voted in a previous meeting (in other words, to recommend the application to the GA in Jerusalem) is being rescinded and the discussion is re-opened. He adds that this course of action could be possible but would be unfair towards the candidate.

After a short discussion with no contradictory motion at the end, Mr SMITHER concludes that there is no need for a further vote.

Mr OPELA had visited the National Film Archives of Iran and recommended its admission to the EC. The EC agrees to hear Mr OPELA's comments about Tehran after his arrival, but decides to proceed to the vote based on his written report. The decision to recommend the admission of Tehran to the GA is taken unanimously.

[Upon his arrival, Mr OPELA comments on his visit report to Tehran (circulated to the EC meeting participants). The situation of the archive is to be considered in connection with the general political and religious situation in Iran. (women's situation, etc.). The political position of the Director is closer to an open-minded one (pragmatic people, connected with the Presidency). He reports on collections, technical facilities, publications, screenings, cataloguing. A problem is the language remains: nobody speaks another language, besides Mr. Khameneipour. Preservation and management is directed by a woman. There are two vaults, one of them is linked to the production. He feels that something has to be done by an archive that in fact does something for the national heritage. The situation might change with political changes, but everything is controlled by the army.

Mr KLAUE reminds that there was a project of a new vaults. He asks if they have been constructed. He furthermore asks if the archive censorship applies the same rules as for screenings in public cinemas.

Mr OPELA reports that, due to the economical situation, no vaults have been constructed. The censorship is mainly the same at the film archive as it is in the common movie theatres.

Mr OPELA is thanked for his report, and the decision to recommend to the GA the admission of Tehran is confirmed.]

Mr SMITHER reports on the question of Münchner Filmmuseum's progression to full membership. The question was already mentioned in Madrid but, further to recent contacts with our colleagues from Munich, it is agreed that it should be deferred to a future session.

d. Application for Provisional membership

The admission of the Slovak Film Institute was already considered in Madrid. At that time, Mr OPELA had doubts to recommend their admission to the GA because of autonomy questions and because of the links of their financial resources structure with a private company. It was therefore decided to investigate about the archive's institutional situation before recommending its admission as a FIAF affiliate. The report on Mr DIMITRIU's visit has been circulated to all EC members.

Mr DAUDELIN wishes to learn more details about the relations between the Slovak Film Institute and our colleagues of Prague and would like to know Mr OPELA's opinions about this issue. He also wonders if Bratislava effectively meets the requirements for becoming a provisional member or if the status of associate wouldn't be more appropriate.

Mr JEAUVONS and Mr NIETO suggest that the vote is taken based on the recommendations included in the report and that more information should be required from Mr OPELA later on.

Based on the conclusions of his visit in Bratislava, Mr DIMITRIU recommends to accept the Slovak Film Institute as a provisional member of FIAF.

Mr SMITHER's feeling is that the EC should consider the application by taking into account what the archive is doing now and not by what it was or by what it intends to accomplish.

After the discussion and by a show of hands, the EC votes for the acceptance of the Slovak Film Institute as a provisional member. Mr OPELA will be consulted later on this subject.

[After his arrival, Ms AUBERT invites Mr OPELA to give his impressions on the admission of Bratislava as a Provisional Member, in addition to Mr DIMITRIU's visit report.

Mr OPELA reminds that Bratislava is a normal archive that could normally become a Member. They seem nevertheless to have a problem, since they have changed the Director of the Archive 3 times in 2 years and there is still a fight going on for the control of the collections. These were under the National Film Centre's control; after the privatisation they tried to pass the negatives to the Koliba studios. The law does not allow for a privatisation, but in fact the Koliba studios control the collections that are kept in their vaults.

Mr OPELA concludes that they could be accepted as Provisional Members, but suggests that this has to be under the condition that their conflicts are to be solved in favour of the national film heritage's interest.]

Mr SMITHER summarises other questions in saying that the GA will formally be informed about the change of status issues concerning Munich and the admittance as associates of Cagliari and Luxembourg - CNA.

Furthermore, he reports on the reconfirmation procedures of associates and reminds that the applications for change of status of Ivry and Ljubljana will be considered next.

At the end of the session, Ms AUBERT reviews the list of possible candidates for membership that was circulated in Cancún. Many of them have by now become FIAF affiliates or subscribers.

e. Issues raised by affiliates

Mr. SMITHER introduces the subject. The main purpose of this topic is to create a mechanism intended to circulate the information about the needs and requests of the affiliates to the EC and to the rest of the membership.

Ms AUBERT mentions the letters of Vera Gyürey about the lack of awareness of most FIAF members of different situations in the East European countries and Marc Vernet's letter about the need of integrating an institution as BIFI to the work of the Cataloguing and Documentation Commission. She concludes that FIAF has the duty of providing a permanent forum for expressing ideas and needs.

Mr JEAUVONS favours the treatment of affiliates requests according to their needs.

Mr SMITHER adds that a systematised procedure to make a worthy follow up of the affiliates' requests should be set up.

Ms AUBERT instructs the Secretariat to keep a list of topics raised by the affiliates and the replies of the Secretariat to these queries and to pass them on to the EC members.

f. Honorary Members

Ms AUBERT introduces the subject by stating that FIAF is willing to express its gratitude to archivists that have significantly contributed to the Federation's activities around the world, but that this hasn't been done systematically enough until now. After having considered several possible nominations to the status of Honorary Member, she proposes Ib Monty from De Danske Film and summarises Ib Monty's career.

The Executive Committee comments very favourably to this proposal.

Mr JEAUVONS adds furthermore that FIAF has been very stingy recognising the work that has been accomplished by personalities of the archival world for FIAF. As an example of next possible nominees, he mentions Mr Gianni Commencini, Mr Raymond Borde and Ms Ana Lena Wibom.

Ms AUBERT proposes to think about other means of recognition of merits to Honorary Members and other personalities for the next Congress, which will be the 60th anniversary of the Federation. The introduction of diplomas and medals will be considered.

The EC unanimously accepts the proposal and decides to submit Mr Monty's nomination as Honorary Member to the GA.

7. Questions on the report of the future of FIAF Working group

Ms AUBERT gives the floor to Ms BLOTKAMP. The paper on the «Future of FIAF» has been circulated.

Ms BLOTKAMP reports that the working group produced a paper that was tabled in Madrid. Furthermore, a working group of three (herself, Ms CLAES and Mr SMITHER) have drafted a Code of Ethics as well as a new «FIAF-FIAPF Agreement». She adds that these documents operate as two sides of the same coin: as internal rules for the archivists and as a frame of external rules with the new FIAF- FIAPF convention. The amended FIAF/FIAPF convention contains several potential «bombs»: 1) it applies to a list of archives that FIAF and FIAPF could agree upon together. However, not all archives will be able to sign this agreement (this is a little «snake» in the text); 2) it does not cover the membership questions (kinds of members, etc.). She concludes that this text is a first attempt to redefine the general principles.

Ms AUBERT suggests that whilst reconsidering the new text, it would be useful to look through the Convention that was concluded in 1971, even before the UNESCO Recommendations.

Ms BLOTKAMP proposes to discuss first the Code of Ethics and propose the result as a model for all FIAF members.

Ms AUBERT believes that only the core of members would be able and could subscribe to the Code and that the provisional members and associates would subscribe later.

Mr SMITHER reminds that according to previous discussions, this Code of Ethics has been drafted in view of changes in the membership structure to be undertaken.

Ms BLOTKAMP proposes to adopt following procedure: first circulate this draft of the Code of Ethics to the General Assembly, then and ask for questions, take the reactions home and, finally come back to the GA with a new draft.

Mr DAUDELIN feels that the present draft is a strong text and that it should bind all those whom could sign it. This will help also to make some progress with the FIAF/FIAPF new convention. More debate is needed.

Mr JEAVONS feels that this discussion should not anticipate the new possible membership structure. On the contrary, he believes that the Code of Ethics and the FIAPF convention are very different issues. The Code of Ethics is an internal question, whereas the FIAF/FIAPF convention could not be signed - even in its new version - by the NFTVA.

Ms BLOTKAMP considers that the EC should be able to agree on the text and later submit it to the General Assembly. The Convention has been reshaped by Ms CLAES and Ms BLOTKAMP and has to be completed after the General Assembly by a new working party. In a next stage, FIAF should start negotiations with FIAPF.

Mr RICCI complains that he has not received the document. Under these circumstances, it is very difficult to participate to the discussion.

Mr SMITHER reminds that the text has only been sent by fax when it was ready, only one week before the meeting.

Ms AUBERT makes sure that all EC members read the Code of Ethics and goes over the content paragraph by paragraph.

Points are raised in the ensuing detailed textual analysis of the code are recorded in a separate appendix to these main minutes. In addition to discussion of the text itself, the following comments were made.

Ms CLAES suggests it was necessary to discuss only the principles and to entrust a working group to rewrite the text.

Ms AUBERT accepts the idea of appointing a working group after having agreed on the principles. The working group has to come up with a new text but maintain the spirit of the paper. The Working Group is at first nominated as Mr SMITHER, Ms BLOTKAMP and Mr CHERCHI USAI. Subsequently, the name of Ms BLOTKAMP is, with her agreement, replaced by that of Mr JEAVONS.

Mr KLAUE wonders how this Code will be applied in case of infringement, what power will the EC have for the reinforcement of these ethical rules, and what are the consequences for those who do or do not sign this Code.

Mr JEAVONS believes that FIAF's Statutes & Rules contain provisions for strict moral enforcement which should be enough for this stage, although at present they are seldom or never applied.

Mr SMITHER estimates that it will not be possible to complete all aspects of a revision and adoption of a FIAF Code of Ethics before the Prague meeting.

Ms AUBERT announces that the Working Group will rewrite the document, for circulation to the members in Cartagena, but that the result will not be formally put to the vote at this Congress. The amended version will be translated into Spanish overnight. A French version will be prepared later. The membership will be asked for contributions. This will be a communication exercise. A text revised again in the light of such contributions will be discussed in Beijing and submitted to the General Assembly in Prague.

She thanks everybody for their contribution before and during this «constructive session» on the Code of Ethics.

FIAF/FIAPF Agreement

Ms AUBERT introduces the subject and passes the microphone to Ms CLAES. She reminds that the original text of 1971 was reproduced in «The Rights Thing».

Ms CLAES reminds that the contract was established by FIAF-FIAPF in 1971. She says that FIAPF still relies on this document (and mentions Turner Entertainment). In the European group, this has been considered at large. The present paper is based on the old text. It has been taken point by point and rephrased.

Ms CLAES recalls that in Jerusalem Nathalie Piaskowski was willing to open the dialogue, but this lady has now left FIAPF and we do not know what this organisation wants.

Mr KLAUE suggests to open the dialogue with FIAPF but completing our own points of view.

Mr JEAVONS proposes to be more fundamental about our position. There is a conflict between our intention and what this document contains. We should be clear about this and the document should reflect what we need.

Ms BAYLIS considers that the present document is weaker than the one the NFSA already has obtained. (f.i. concerning the possession of restored prints).

Mr JEAVONS reminds that the old document offered a framework for bilateral agreements between archives and producers, but that the new document seeks to define a common position.

Ms CLAES emphasises that the present text has nothing to do with legal deposit (which is a bigger issue than an agreement with producers). This is a complimentary agreement on the voluntary deposits. FIAF needs acceptable conditions on the regulation about making films available through programming. She regrets that most archives can not sign an agreement with «better conditions».

Mr JEAVONS does not wish to obstruct the acceptance by FIAF of an amended general agreement accepted but considers that it would not be signed by the NFTVA, at least in its present form.

Ms BANDY considers this to be an important moment in the conversations with Turner (started with David Francis). We need to try to get the companies involved and their good will for the voluntary deposit. It is important to agree on regional procedures.

Ms BLOTKAMP says that we need to define our aims.

Mr KLAUE answers that it is an attempt to define what are our obligations, duties and rights?

Many of the rights can only partly be negotiated with the producers. (Example of not possible agreement: legal deposit of foreign films). We need a joint position on several questions.

Mr JEAVONS concludes that the articles 3, 4, 5, 7, 10, 12, 13 and 14 are regressive compared to the agreement signed in 1971 by some colleagues.

Ms AUBERT suggests the FIAF-FIAPF agreement to be examined at each regional grouping. The conclusions will be sent to Ms CLAES and discussed at the next EC meeting. Ms BLOTKAMP suggests a working party to include Ms CLAES and an American EC Member, as Ms BANDY.

8. Organisation of the FIAF office. New staffing and working procedures

Ms AUBERT opens the subject and invites discussion on two important issues, in particular: the appointment of the new assistant to the Senior Administrator and the relations between FIAF and P.I.P.

Mr DIMITRIU had sent out Sophie Quinet's Curriculum Vitae. He also offers a resume on P.I.P.'s move to Brussels on formal and practical aspects. He adds that Sophie is important to integrate P.I.P.'s structure to FIAF.

Mr CHERCHI USAI says that in the relationship between the EC members and the Secretariat, computer technology would allow to make fast and accurate decision. Question: how many EC members are linked by e-mail?

Mr DIMITRIU answers that seven members of the EC use e-mail. [nine members of the new EC are now connected to the net]. He says that it would be much easier to communicate if all EC members were connected. He stresses the disparities of communication with/between FIAF members who have e-mail and those who have not.

Ms AUBERT says that there are two sorts of communication: 1) a necessary communication procedure through paper, and 2) an interactive relationship among EC members. She underlines that both levels have to be developed in parallel.

Ms BANDY reminds that in Madrid it was decided to get organised at the Secretariat. How is the Secretariat organised regarding the *Journal*, the Net, the accounting procedures, etc.? The Information Task Force addresses some of these issues.

Mr CHERCHI USAI asks if it is possible to figure out how to make EC decisions through the net. He suggests all EC members to be interconnected through the electronic mail.

Ms BAYLIS suggests that one meeting could be skipped in order to pay for the installation of e-mail links to EC members who are not connected through their archives.

Ms AUBERT advocates for a more intensive use of new ways of communication in order to reduce the amount of paper and to set up a more interactive relationship among the Committee members.

Mr DAUDELIN and Mr RICCI inquire about the internal organisation of the Secretariat (in particular, how the replacement of two part-time employed persons by one new full-time one has affected the secretariat's work), and what are the changes and advantages for the Members.

Mr DIMITRIU reports on the internal organisation as well as on the way the activities are carried out. The entire working procedures are being rationalised at a normal rhythm. This process of reorganisation will be completed by a reasonable deadline.

Ms BANDY wishes to know what part of the accounting procedures will be taken over by Sophie Quinet.

Mr DIMITRIU answers that Mr Poncelet's functions will limit to reconciliation of accounts, auditing and legal and tax-issues advise. He reports on the implementation of a system - probably iMIS - that will unify and centralise all data of the office.

Mr RICCI suggests to adopt a simple accounting and budgeting software. He volunteers to assist the Secretariat providing software and assistance.

Ms BLOTKAMP thinks that the current systems are enough.

Ms AUBERT reminds that FIAF has appointed Ms Quinet taking into account her experience with the iMIS programme.

Mr DIMITRIU stresses that the difficulty of the accounting procedures come from the fact that there are at present three different accounting systems: FIAF (as a non-profit

organisation unit), P.I.P. (as an organisation that is subject to VAT) and the complete FIAF-P.I.P. structure that is displayed together in the Financial Statement and Budgets. He is however willing to simplify the accounting procedures and would be very happy to receive some advice and software assistance from Mr RICCI.

9. Report on Commissions' current work and future of Commissions

Ms AUBERT introduces the subject of the Commissions' work and passes the microphone to Ms CLAES.

a. Programming and access to collections Commission

Ms CLAES comments on the main points of her report and focuses on four points.

1) she expresses her disappointment that there is no accompanying programme to the symposium at the Cartagena Congress, 2) she regrets that only three colleagues have made comments on the draft Manual for Access, 3) she reports that Suresh Chabria's project of programme will tour in Asia, 4) she is willing to co-operate with Mr OPELA and to propose a program for the Symposium in Prague. She also reports on Mr Da Costa's «crazy» idea of organising a festival of nitrate films.

Mr SCHOU draws the attention to the problems mentioned in the publication devoted to the handling and shipping of nitrate films.

Ms BANDY and Mr CHERCHI USAI confirm that it has become extremely difficult to ship nitrate in the USA.

Mr SMITHER passes to another point and considers that it remains important to continue to get reactions to the *Manual for Access to the Collections*.

Ms CLAES asks what the next step would be concerning the Manual. Is it supposed to be complete? Is there a need for further changes in the text?

She furthermore wishes to know how the commission works. What is the procedure to replace the Heads of commissions? What is the future of the Commission?

Ms BLOTKAMP proposes to study the possibility that that the Manual becomes a book.

Mr KLAUE feels that it is a shame that the EC leaves such an important paper of a Commission without reacting for such a long long time. He considers it as an important publication, not only because of the energy spent in doing it, but also because important contributions on access policy are included in the text.

Ms BANDY furthermore believes that there is a real need for a publication policy: What format?,...What subjects?, etc, are important questions to be considered...

Mr CHERCHI USAI suggests the *Manual for access to the Collections* to be published as a special issue of the *Journal of Film Preservation*. This could become an important issue.

Mr DIMITRIU stresses the advantages of a special issue: this kind of extra issue could be helpful to a promotion of the Journal, to the improvement of its distribution, etc.

Ms CLAES wonders if the present text (*Some Thoughts on Accessing Film Collections - A work in Progress*) will be ready for publication during next Fall (and later on Internet), but she feels confident about this deadline (by the end of September).

After the positive reaction of the entire to this idea, it is decided to publish the Manual for access as a special issue in *JFP* #55.

b. Technical Commission

Ms AUBERT introduces the discussion about the Technical Commission report. A letter from Ms Orbanz to the EC dated April 14th, containing comments on the functioning of the Commission, has been circulated.

In response to Ms Orbanz' letter, Mr SCHOU informs that 1) several publications have been published and 2) three publications are to come out.

In reaction to some points of constructive criticism, he furthermore considers that:

- 1) it is indeed time to publish an updated study on the vinegar syndrome;
- 2) research results on specific problems and applications could be published periodically;
- 3) Brian Jenkinson's papers on digital techniques in film archives could be completed, following Michel Friend's suggestions.

Ms BLOTKAMP suggests to systematise, by keeping an index, the information about the many contributions that are produced by the Commission. She also wonders if it will be possible to make the results of the research available on the Internet. The advantage of this kind of dissemination is, besides the accessibility to the information, the response you get back.

Ms AUBERT stresses the importance of updating the information about experiences on the vinegar syndrome (by Internet and the Journal). This is as important as to take care of extending membership, organise meetings and improve communication within the Commission.

As a conclusion Ms AUBERT asks Mr SCHOU to reply in writing to Ms Orbanz and suggests to focus on the future development of the Commission, a better communication within the Commission, the improvement of the Commission's work, and to report on the follow up of these issues.

c. Cataloguing Commission

Ms BAYLIS reports that last year she circulated a letter asking for projects, but there was no reaction to her letter. She comments on the resignations of Mr Lindfors and Mr OPELA and recalls that there are only three members left in this commission. She furthermore stresses the importance of the cataloguing rules for the membership and asks Mr TRUJILLO what the situation with the Spanish translation is. She reports that the English version is out of print and puts to the EC's consideration to make them available on the Internet. She hopes also to prepare a publication hopefully on access and genre terms. She reports on the paper that has been written in June and circulated as an occasional paper on computer formats.

In discussion on her report, Ms BAYLIS says that the information on the Internet has to be available under «FIAF» in any list or index..

Ms AUBERT invites the Secretariat to be actively involved in the information process.

Ms BANDY considers it very important that the commission work is made available, but focuses now on the formal procedure of the approval of the expenses for projects and publications. She feels that there must be a standard approval procedure.

Mr SMITHER agrees that there is a failure in procedures which ought to be corrected. He wonders if there is a need for an editorial/project board.

Mr DIMITRIU recalls that, in the present situation, the proper invoicing of expenses is required by the formal accounting procedures, but that furthermore the presentation of proper invoices constitutes at least a first step in controlling EC approved projects.

d. Documentation Commission

Ms AUBERT states that no Documentation Commission report has been circulated because since Ron Magliozzi's resignation, there was no new head of Commission. It has therefore been decided 1) to study the merger of the Documentation Commission with the Cataloguing Commission and 2) to consider certain activities of the Documentation Commission in function of the conclusions of the Communication Task Force.

Mr DAUDELIN declares that he «feels nervous» about the Documentation Commission. This Commission will meet in May, but he wonders if the Commission exists, and if a CD-ROM editorial board exists. It seems to be a chaotic situation within the Commission that requires rapid reaction in order to «put order in the house».

Ms AUBERT adds that we have to be careful about defining what we want from the Commission to become and asks Mr DIMITRIU who organises the meeting and what is its purpose.

Mr DIMITRIU reports that the meeting has been organised by Michael Moulds starting from the idea of keeping the CD-ROM project going within (and as the unique project of) the documentation area of the new Cataloguing and Documentation Commission. The former Documentation Commission members would attend the meeting, which is going to take place unless the EC decides the contrary. The idea was to continue working on the CD-ROM. This project was supposed to go on in parallel to the reconstitution of the new commission and independently of the overall discussion on the sense FIAF's EC wants to give to concepts as documentation, cataloguing and information.

Ms AUBERT reminds that the P.I.P.'s report has been given to Mr DIMITRIU just before leaving Brussels. She wonders if e.g. Ron Magliozzi and Susan Dalton will be attending the meeting.

Mr DIMITRIU informs that Mr Magliozzi is not supposed to attend, but that Susan Dalton is expected in Brussels.

Ms BANDY drops the «provocative» question why shouldn't Michael be able to convene a meeting if it concerns the P.I.P. and there are funds available through the Documentation Commission budget. She wonders how this works procedurally.

Mr JEAUVONS answers that this is not a proper way of managing the Commissions work. The EC doesn't know what is going on there. He proposes to look at the reformation of the Documentation Commission and to take into account that the Cataloguing Commission is also working on subjects that interests the other commission. Instead of worrying on how this meeting is organised, he proposes to move on this general question and resolve it for the future.

Ms AUBERT reminds that in Madrid, Mr RICCI suggested to centralise all documentation and cataloguing activities under the guidance of a larger information task force. She also recalls that, according to the decisions taken in Madrid, as there is no longer a Documentation Commission, the CD-ROM project returns under the authority of the EC.

Ms BAYLIS asks if the new commission is expected to continue carrying on the important projects of both former commissions. This would require the expertise of the members of both commissions. In addition, an extra expertise corresponding to the requirements of the Information Task Force would be required.

Ms BANDY proposes that Ms AUBERT, Ms BAYLIS, Ms BLOTKAMP, Mr SMITHER, Mr RICCI and Mr DIMITRIU meet in order to find a suitable composition of such a new commission and how to take advantage of the meeting to be held in Brussels in May.

Mr RICCI proposes to focus on the creation of a permanent structure that gathers several projects and jobs in a new perspective. Cataloguers and documentalists are those people who know more about the usage of new technologies. In working together, they would improve significantly FIAF's efficiency.

Ms AUBERT calls for a meeting of the mentioned people and proposes to discuss on how to take advantage of the meeting in Brussels in May. She also at this point thanks Mr JEAUVONS, Mr RICCI and Mr SMITHER for their contribution to the changes of the Code of Ethics that has been rewritten and is now available also in Spanish.

e. The FIAF Information Task Force

Mr RICCI recalls some points of the history of this process, in particular:

- 1) The proposal on behalf of the Documentation Commission to reconstitute itself as the editorial board of the CD-ROM goes back to Los Angeles, when the EC said no,
- 2) The EC did not accept Nancy Goldman's proposal to chair the commission.
- 3) The EC was asked to give input on what we have to find out. Several colleagues responded to this query: Ms BANDY and her staff, Ms BLOTKAMP, Mr JEAUVONS, and Mr SMITHER. Mr DIMITRIU made his recommendations from the Secretariat.
- 4) First he proposes several small, feasible projects in order to get an endorsement to these ideas.
- 5) Next he intends to study how to implement the endorsed ideas on behalf of the information task force, the ITF.

After the specific proposals, the ITF will come back to larger issues, like the work of the Commissions.

Mr RICCI's preliminary statement includes six specific recommendations:

1. To publish a FIAF Calendar of events, in paper and web version.

2. To publish basic information on Internet and e-mail, a sort of user-kit to be made available through the Secretariat to archives that start with websites.
3. To introduce a monthly «News from FIAF» sections in the FIAF Website.
4. To provide special publication/information through the Web (cataloguing rules, glossary, other FIAF publications) and any other subject proposed by the heads of commissions that can not be made available in printed form.
5. To publish the annual reports of FIAF archives that are willing to allow this (in a first experimental stage, Rochester and Beverly Hills will publish their annual reports on FIAF's website).
6. To develop digital information technologies as scanning and data basing.

Additionally, Mr RICCI proposes following improvements in FIAF's information system:

7. The Gamma Group is developing its website. FIAF should be linked to it.
8. Discussion groups (on restoration, vineggar syndrome, EC issues) should communicate through a «Internet list serve» administrated by the Secretariat.
9. A further question, how could the new technologies improve the making of the Journal of Film Preservation, has been discussed by Mr RICCI with Mr CHERCHI USAI, Ms BANDY and Mr DAUDELIN. Given a) that many members of the Editorial Board are located in North America, b) that the banking costs are relatively high in Belgium, wouldn't it be advisable to re-locate the Editorial Board in North America.
10. As a last important issue about the scope of the Information Task Force activities, it should be investigated wether the Journal of Film Preservation could not be produced in North America.

Ms BANDY believes that publications have to be made available both in written and electronic formats.

Mr RICCI proposes to travel to Brussels and study with Mr DIMITRIU the documents that would be useful to circulate through the web. The rights issues are to be clarified beforehand.

Ms BLOTKAMP supports most of Mr RICCI's recommendations but recalls that the more we publish through the website, the most maintenance and updating costs will be generated.

Mr CHERCHI USAI shares Ms BLOTKAMP's point of view and believes that Mr RICCI's proposal might provoke FIAF's involvement into too ambitious projects. The Federation can save a lot of time, but should do this by using simple existing tools.

Mr RICCI has on purpose left for later the choice of what part of these activities can be taken over by the ITF, and what proportion of the work can be done by the Secretariat. The complete list of topics are offered as an introduction to what can be done. He completes the information on the advantages of the list serve (that allows for disseminating/interacting on specific subjects as restoration,), and stresses the problem of accessing the information by the growing proportion of archives that are on Internet. New technologies would save time and financial resources to everybody.

Ms BANDY proposes to move forward on the concrete measures that will improve access and interactive communication. FIAF should continue in this direction.

Mr RICCI emphasises that this is absolutely the right moment to look into the work of the Cataloguing and Documentation Commissions and make substantial progress in the right

direction. These activities and procedures should now be integrated into the body of the Federation (Commissions and Secretariat).

Mr SMITHER concludes that we dispose indeed of several interesting opportunities and tools that permit the Federation to move forward: the meeting in Brussels in May, the two commissions, the Information task force and the Secretariat. The moment has come now to combine these elements. He proposes to merge both commissions in order to respond to Mr RICCI's plans. The EC should also address a clear statement to the meeting in May (in particular, how the CD-ROM is expected to operate in future).

Ms AUBERT invites to comment on Mr RICCI's proposal of creating an Information Commission.

Ms CLAES wonders if both groups are composed of people of equivalent experiences. She believes that the members of these commissions are not doing the same kind of work and that therefore it would be difficult to join their efforts.

f. The future of FIAF Commissions

Ms AUBERT confirms the proposal the Documentation and the Cataloguing Commissions to be merged into one single commission that would deal comprehensively with all FIAF communication and information issues.

She reports that, after the Cataloguing Commission meeting held in Stockholm in April, a Documentation Commission meeting is planned in May in Brussels. Ideally, Ms AUBERT, Ms BLOTKAMP, Ms BANDY, Ms BAYLIS, Mr SMITHER, Mr RICCI and Mr DIMITRIU should attend the meeting keeping in mind the reorganisation of the activities of both commissions.

10. Update on future congresses and EC meetings

a. Prague 1998

Ms AUBERT passes the microphone to Mr OPELA thanking him for arriving on time for the presentation of his topic.

Mr OPELA recalls that the Congress paper has been distributed (see annexe to the Cartagena Report). The preparation progresses normally. All agreements have been made at the official level (concerning the City Hall, the Ponrepo Cinema, etc.). He still needs some non-Czech speakers for the Symposium.

Ms AUBERT adds that the Programming and Access to Collections Commission will participate to the Programming part of the Congress; and that Mr RICCI is going to cooperate on the topic «Digitalisation and restoration».

Mr OPELA adds that special attention will be given to the problem of «ethics and digitalised restoration».

Mr RICCI recalls that still and poster collections are copied more and more on digital support. He recalls that some presentation of these technologies have been made before

and feels that this time it would be interesting to study not digitalisation in preservation and restoration, but digitalisation for knowledge and identification.

Ms CLAES reports that Archimedia foresees a programme on digital restoration and the other arts. (in Paris and Bologna in September). Mr OPELA is invited to attend in order to select some potential speakers.

Ms AUBERT recalls that, in France, digital restoration of films is carried out within a very strict ethical framework. Her archive could make its contribution to the Symposium on this subject. She supplies a copy of a study made in France on this subject to Mr OPELA and Mr SCHOU.

Mr OPELA reports on the foreseen length of the symposia. The technical symposium will take one day, and the cultural symposium will extend on two days. He also confirms that the symposia will take place after the General Assembly, as it was agreed in Madrid. The premises and facilities have been booked in this perspective. The Second EC Meeting will be held on April 22nd afternoon, after the General Assembly.

b. Madrid 1999

Mr PRADO exposes in detail his plans for the Congress in Madrid.

Dates: mid April 1999. (further details to be confirmed later).

The necessary contacts with the Ministry of Culture (which will support the Congress) have taken place. Other contacts have taken place with the Filmoteca de la Generalitat de Catalunya and the Filmoteca de la Generalitat Valenciana, concerning common projects for the Congress.

Mr PRADO presents his one symposium-one workshop projects.

The Symposium «El siglo del cine, un siglo en el cine» is described in a separate paper (see Cartagena Congress Report). The main idea is to respond to two questions: How the century has been influenced by cinema? How is the century present in cinema?

The Workshop «Historia de la fabricación de película virgen para la cinematografía» mainly consists in explaining how the available materials (negatives, viewing copies, commercial prints, etc.) have influenced film making. The scope of this workshop is described in a separate paper (see Cartagena Congress Report)..

[Both projects are included in the Report of the Cartagena Congress, annex 12 b.]

Ms AUBERT considers it interesting to organise these two seminars at the very end of the century including film as an art, cinema as document and cinema as an «amateur» means of expression.

Mr DAUDELIN enthusiastically supports the symposium. This should also involve very actively people from the outside.

Ms BLOTKAMP wonders how the two subjects will articulate, the scope of the first subject being so wide.

Ms CLAES and Mr DAUDELIN suggest that it would be more prudent to limit to the mayor symposium issue of the «Century». This is already an ambitious subject, which will awake great interest .

Mr PRADO informs that the Symposium will expand during at least three days, whereas the workshop will be held during only half to one day.

Ms BANDY foresees a MoMA programme involving all fine arts starting in Fall 1999 and invites Mr PRADO to discuss these issues with her in New York.

Mr KLAUE considers that this impressive project will contribute to enhance the prestige of the Federation. He wonders, however, if the Congress will stay within the usual budget limits. The foreseen subjects and the big names involved will require resources beyond the Federation's possibilities.

Mr PRADO confirms that there are already important guarantees within the Ministry and there will also be made efforts to obtain other financial supports. He feels confident about the current available extra-FIAF resources.

In conclusion, the entire EC reacts very favourably to Mr PRADO's plans.

c. London 2000

Mr JEAUVONS recalls that his report on the London Congress has been circulated. He formulates suggestions and ideas, stressing that this event has the approval of the British Film Institute. Financial aspects have not been mentioned yet, but there will be a BFI contribution to this congress. He furthermore reminds that London is already booking up for the millennium, therefore moves have to be done rapidly to make sure that administrative problems (hotels, etc.) are resolved satisfactorily. He also believes that it might be interesting to move the Congress to June for two reasons: 1) the weather in London is friendlier in June; and 2) millennium funds might be obtained for a special event like the Congress during this period.

He explains some Symposium ideas to the EC:

- Production of a film, to be entitled something like «Capturing the moment», which will be a compilation of key non-fiction moments in the history of the 20th century (this is his favourite project)
- Look again on how to preserve collections in the future. This is the idea on «moving images technologies» symposium.
- Cataloguing from the point of view of new technologies. This is also a subject that could be updated.
- Chemistry archaeology (preservation of the first hundred years of moving images) responds to the idea that cinema is still in the era of archaic moving image chemistry.
- Preservation demonstration to show physically how this is done.
- Programming ideas are welcome.

He also reports that the National Film Theatre is planning to move closer to central London. This gives the opportunity to consider the possibility of organising the Congress in the new premises of the National Film Centre, in the West End of London. We could therefore offer an original event in a new environment.

Mr JEAUVONS furthermore adds that he has been appointed under contract to be the organiser of the Congress on behalf of the BFI and the NFTVA.

Ms BANDY considers the «exhibition of preservation activities» a very exciting topic. The MoMA could participate to the project, in a way that it could also serve FIAF (in particular, by contributing to the production of demonstration videotape).

Mr JEAUVONS expects the production of the demonstration videotape to be quite expensive and believes that it will require international co-operation. The «live» demonstration will be an important part of this topic as far as the public is concerned.

Mr RICCI, following the spirit of the «brainstorming», proposes: 1) to think about fund raising by FIAF, 2) to consider one of the events to be a special television programme, a sort of global T.V. event on the millennium; 3) to organise a «virtual congress» by introducing the notion of a virtual meeting through the Internet.

Ms BANDY reports that filmmakers and advertising people are organising a video meeting in New York.

Mr SCHOU points out that according to the usual cycle of Joint Technical Symposium, a JTS might be expected to be held in 2000. A strong technical element in a congress symposium could conflict with (or remove the need for) a separate JTS.

Ms AUBERT expresses her gratitude to Mr JEAUVONS for presenting such an exciting series of possible events.

d. Next Autumn EC meetings:

- Beijing 1997

Ms AUBERT reports on her conversations with our Beijing colleagues. The meeting will take place in October, and the stay will last for one week (and not two weeks as it was proposed previously). China Film Archive wants us to stay one week. The dates will be worked out taking into account Pordenone and other venues.

Mr RICCI proposes to consider an alternative possibility, in case the scenario changes again.

- 1998 and beyond

Ms AUBERT confirms following proposals for the EC meeting in forthcoming years:

Puerto Rico: 1998

Toulouse: 1999

New York: 2000 (or another year if it is necessary)

Beograd: wants to invite FIAF after the year 2000 (for a Congress or an EC meeting).

No proposals for future congresses have reached the EC until now. The General Assembly will be consulted.

[From here on, several parts are partially inaudible until point 13]

11. Publications, training, future projects

a. Journal of Film Preservation

Mr DAUDELIN reports on the reactions to the *JFP*#54, which were in general positive, except:

- Ms CLAES was not happy with the article on Nova.
- The article on digital restorations needs an updating of content and concepts.

Mr DAUDELIN reports on the decisions taken at the meeting held the day before:

- Two or three new members should enlarge the Editorial Board. This will be done after the next issue. The names of Steven Higgins, Steven Ricci and Dominique Païni have been considered as possible new Editorial Board members.
- The production should be maintained in Brussels in order to favour a better use of the centralised facilities at the Secretariat.
- A new editorial structure will be adopted.
- Calendar/Deadlines will be fixed with Mr DIMITRIU.
- An extended use of the e-mail possibilities will be made in order to improve the transfer of data.
- Next issues: *JFP* #55 in November 1997
JFP #56 in April 1998
JFP #57 in November 1998
- Mr CHERCHI USAI's proposal to devote *JFP*#55 to the Manual of Access is accepted. Graphically it should have the Access title very visible.
- *JFP*#56 will be devoted to the vinegar syndrome, to the Prague Symposium and to the 60th Anniversary of FIAF.
- *JFP*#57 will basically include the papers of the Prague Symposia.
- A special issue to be prepared for 1999 with Madrid papers.
- A Millennium issue to be prepared.

Ms AUBERT reminds Mr PRADO to ask the speakers for permission to publish their papers.

Mr DAUDELIN also raises the issue that he is willing to continue the work as the *JFP* Editor but that, as he will not be in the EC, he will not be able to discuss these problems further at this table.

Ms AUBERT expresses her gratitude to Mr DAUDELIN for his willingness to continue this teamwork. A two years policy has been worked out. Further Editorial Board meetings will be held during the Congresses. Ms AUBERT wishes to include ads from Heritage Festivals. She also suggests expanding on technical issues in future *JFP*s.

Mr DIMITRIU reports that the circulation of the *JFP* has increased very little in last months. He expects to provoke some movement in the sales of the Journal thanks to the mailing campaigns foreseen in autumn and taking advantage of the special monographic issue, that he believes to be a very attractive one.

Ms AUBERT suggests reviewing Mr PRADO's book on restoration.

Concerning the content of the *JFP*, Mr DIMITRIU asks what should be done with the books we receive from everywhere at the Secretariat.

Mr DAUDELIN reports that he tries to include reviews of the books that are received and summarised by the members of the Editorial Board.

Mr DIMITRIU stresses that proposals for new publications (for example, 60th Anniversary of FIAF, Vinegar Syndrome, the J. -P. Verscheure's book, etc.), must be incorporated into the Federatiopn's financial plans. Forthcoming budgets will not consider unforeseen possibilities.

Ms AUBERT reminds that these subjects will be included in the forthcoming *JFPs*.

Mr DIMITRIU is charged to enforce the guidelines and production calendar of the next issues of the Journal.

b. Other FIAF publications

Mr TRUJILLO reports that the publication of the Cataloguing rules into Spanish could be financed partly by his archive and should be finished by the end of the year.

Mr DIMITRIU reminds that the P.I.P. Film Volume has not yet been totally replaced by the CD-ROM and will going on representing an important component of FIAF-P.I.P.'s income. He adds that the Editor of the Film volume is also willing to complete the transfer to the CD-ROM format of the 1973 to 1978 Film volumes.

c. The FIAF CD-ROM

This topic has been taken into consideration in other points of the agenda.

d. The Film Volume and other PIP publications

No special comments are made on this subject at this stage.

e. Administrative publications and Minutes (Annual Report, Directory, GA Minutes, EC Minutes, etc.)

Ms AUBERT raises the problems of the Administrative publications (especially the Minutes) that are taking many hours of our personnel at the Secretariat.

The Minutes:

Mr JEAVONS reminds that during past years, the minutes have been quite untruthful and that we have to be careful about having clearly written down at least the conclusions and actions.

Ms BANDY finds the minutes very useful, provided they are complete.

Mr SMITHER suggests to review this problem again in Beijing.

Ms AUBERT concludes that we keep thing as they are. The narrative form of the EC Minutes shall be maintained.

The Annual Report:

Ms AUBERT reports that improvements by indexing and indicating the pages have been made at the Secretariat.

The FIAF Directory:

Mr SMITHER believes that it would be interesting to have a statistical summary stating number of members, Provisional members, Associates and Subscribers.

Mr CHERCHI USAI proposes a name index at the end of the Directory.

f. Training:

- The 1996 Summerschool at the NFTVA - Berkhamsted

Mr JEAUVONS reports comprehensively on the 1996 FIAF Summer school of the NFTVA in Berkhamsted (the complete report is included in the Cartagena Congress Report).

Ms AUBERT declares herself very happy of the success of the Berkhamsted Summer school and congratulated Mr JEAUVONS for his excellent work.

- The 1998 Summerschool at the George Eastman House - Rochester

Mr CHERCHI USAI reports comprehensively on the 1998 FIAF Summer school at George Eastman House in Rochester (the complete report is included in the Cartagena Congress Report). He asks what kind of support he could get from the Secretariat, in particular in applying to UNESCO funding programmes.

- Other Training Programs

Ms AUBERT reminds that La Habana is organising a training program in December 1997 and that further training programmes are organised all around the world, in particular:

- the ARCHIMEDIA education basic and advanced programs in Europe,
- the SEAPAVAA training programs in Australia and South East Asia.

g. Central FIAF database and CD-ROM

Mr SMITHER reports that the discussions show that the Documentation Commission has gone into voluntary dissolution and that the Cataloguing Commission is very much reduced in size. The EC should effectively decide to merge one commission into the other and rename the new commission, the «Information Commission».

He suggests this procedure because it seems statutorily easier to close down a commission than to create a new one. Another argument for this unification is that for a variety of reasons, over several years, FIAF has naturally moved towards a situation where there is a commission dealing with technical and preservation activities, one dealing with programming and access and one commission concerned by the information side of the Federation's activities.

It is further proposed to announce this issue as the EC policy to the General Assembly, and that Ms Ann BAYLIS is proposed as the head of the newly united Commission and

that there will be a supporting working party during the transitional stage (composed of Ms BLOTKAMP, Mr RICCI and Mr SMITHER).

The final point is that the meeting that is planned for May in Brussels is announced, and that it will be used to formulate terms of reference for the new commission.

The essential approach of the new commission will be that it will try to evolve away from the old fashioned method of commission work with long running programs, yearly meetings, etc., and evolve towards more action and specific projects that would involve one or two individuals and have set targets of completion. The commission would exist more as a co-ordinating structure than as a traditional commission.

Ms BANDY announces that we would ask Ms BAYLIS for one year to be the head of this commission, so we could assess what this means to merge two commissions in terms of work and if this is the most effective way to move forward.

Ms CLAES wonders if the word «information» is the proper name for this commission (to her understanding, this denomination does not seem to correspond to concepts as «documentation» and «cataloguing»).

Mr DAUDELIN shares the same feeling about the term “information”...

Mr JEAVONS proposes to keep both terms of “cataloguing” and “documentation” for the Commission’s name.

Mr CHERCHI USAI also believes that the two terms should be kept for the time being and, if necessary, be replaced by a better one later on.

Mr RICCI agrees to keep the two terms, under the condition that the recommendation to the General Assembly includes the rationale of a change in the nature of the work to be accomplished by the new commission (effective use of Internet, databasing, etc.). He feels that all this has to be said. He furthermore believes that the good thing about the old names is that it suggests that we keep the existing projects of the former commissions and that we develop other additional activities.

Ms AUBERT summarises the topic and declares that she will attend partially the meeting in Brussels in order to canalise the role of the Commission according to the line that has been decided.

Mr SMITHER will perhaps also attend this meeting.

Ms BANDY reports on the CD-ROM and Film Volume business.

The CD-ROM is still doing well, but there is a drop in the sales of the Film Volume. There is a \$20,000 drop in the income of the latter. We come to the conclusion that we have to be conservative with the forecasts. In merging P.I.P. and FIAF, we have a deficit for 97 and 98 in our budgets. A break even is expected after the transition period, but not before 1999. Therefore, Ms BANDY and Mr DIMITRIU had considered the possibility of writing off P.I.P.’s debt towards FIAF, in order to start on a new basis. This will help P.I.P.’s budget, terminate the merge process within a year, and allow the Secretariat to take over all administrative tasks (accounting, banking, mailing, etc.). The major question now will be the future of the CD-ROM project after the May meeting in Brussels.

Mr DIMITRIU adds that the drop in the sales of the Film Volume will temporarily be compensated in 97 and 98 but that in 99 and beyond, the results will depend on FIAF’s capability of carrying on both, the CD-ROM and the Film Volume projects.

Mr SMITHER considers that the future of the projects is connected with the database issue.

Ms AUBERT introduces the subject on the FIAF database and recalls that Susan Dalton has been in charge of the database and wishes to free-lance for FIAF carrying on her work, after leaving the AFI.

Mr RICCI specifies that some of this information should be accessible but is not at present.

Ms AUBERT proposes to consider the various possibilities: to retrieve the information Susan keeps, to accept her proposal of co-operation on a free-lance basis, etc. No decision has been taken so far. She invites to discuss the issue.

Mr RICCI proposes to circulate Susan's proposal to all EC members, to study it, and to come back with a final proposal. This should come from Ms BAYLIS' group. He recalls, however, that Susan has sent her proposal to the EC officers and that he therefore does not know how confidential this information is.

Ms BANDY considers that this subject has to be discussed openly around this table, and treated confidentially outside it.

Ms CLAES repeats what she already has said in other occasions : there is a lot of information in the database that is irrelevant and certainly unauthorised. Therefore, if this database goes to somebody else, the problem will remain. Furthermore, this information is on the CD-ROM : as far as she is concerned, some 50-information items have been authorised, whereas the database contains at least 70.

Ms AUBERT reminds that the point of this discussion is to assess Mr RICCI's recommendations about the legal status of the included information.

There are two problems : 1) the authorisation to publish the information and 2) the legal status of the database.

Mr RICCI believes that the new commission has to proceed to a new review of the problem that there has to be an active link between the database and the commission.

Ms AUBERT concludes that there is no decision taken but recommends to the forthcoming EC to investigate fully the content of the information and its legal status. The issue remains open.

Mr CHERCHI USAI exposes his point of view on the CD-ROM and database issue: seen from the outside, this discussion seems to be very much focused on personal misunderstandings. Objectively, FIAF is in front of the result of an important work that nobody else has done. He proposes that whatever the decision will be, FIAF must accept the idea that this work should not be wasted.

Mr RICCI replies that precisely because a valuable work has been accomplished, there have been some difficulties (legal problems). As a matter of fact, Susan has taken two years to respond, but the problem is not a personal one. This kind of relationship has to be depersonalised, must be kept on an formal institutional level, otherwise there will be a problem. All of us have beneficiated of Susan's work, but at the same time there have been difficulties that have not just been produced by her institutional set-up. He proposes to clarify the situation before moving forward.

Mr OPELA adds that the archives have been approached to supply information that would remain internal to FIAF but that this information has been published. He considers this as an uncorrect procedure.

Mr JEAUVONS suggests the assessment of the CD-ROM to be undertaken by the new EC. The central concern should, however, be that FIAF wants a central database, and what should this database contain.

12. Relations with UNESCO and other international organisations and regional groupings

Ms AUBERT has circulated the report on Relations of FIAF with other Organisations (see in the Cartagena Report - annex 3, page 49).

Ms AUBERT reminds the major projects underway with UNESCO's support are, in particular:

- Catherine Pinion's survey on legal questions.
- Helen Harrison's Reader on AV archiving (copy available at the Secretariat).
- Ray Edmondson's Philosophy on AV archival activities.

She also reminds that Tereza Wagner has finished her assignment to the Centenary of Cinema (which allowed for some flexibility during the past years) and that from now our projects have to be negotiated through the current channels (submission of projects through the National Delegations at UNESCO), which are more difficult to exploit.

Mr DIMITRIU recalls that the applications for the 1998/99 Participation Programme have to be submitted to UNESCO until the end of the year. He is willing to forward Mr CHERCHI USAI's request through the appropriate channels.

Ms AUBERT reports on her two days meeting with UNESCO and the Audio-visual Round Table where the future of the Joint Technical Symposium (JTS) has been discussed. It was suggested that the 1999 JTS could be held in Paris at The Bibliothèque Nationale de France, in co-operation with INA and CNC. The Technical Co-ordination Committee (TCC) will be consulted on the possibilities of organising this meeting.

Mr SCHOU reports that in 1998, there will be a similar symposium in York, and that therefore the T.C.C. would possibly not be able to organise a JTS in Paris. All issues will, however, be taken into consideration.

13. Any other business

Mr JEAUVONS wonders whether some progress has been made in order to prepare the elections for the new EC. He recalls that election procedures should respect the democratic customs and that prepared papers should be distributed on time.

Mr SMITHER reminds that the current procedures allow for late applications and that unfortunately there are not enough candidates and very few statements.

No other matters are raised. The EC meeting will be completed by a complementary session on April 22. Mr SMITHER is entrusted to prepare the agenda of the meeting of April 26.

Ms AUBERT expresses her gratitude to the present colleagues, especially to Mr NIETO and closes the session.

FIAF Executive committee
Cartagena, April 26, 1997

EC Officers

Michelle Aubert (Bois d'Arcy)	President
Roger Smither (London)	Secretary-General
Mary Lea Bandy (New York)	Treasurer

EC Members

Vittorio Boarini (Bologna)	
Paolo Cherchi Usai (Rochester)	
Gabrielle Claes (Brussels)	Deputy Secretary General
Nelly V. Cruz Rodriguez (San Juan de Puerto Rico)	
Hervé Dumont (Lausanne)	
Clyde Jeavons (London)	
Peter Konlechner (Wien - OFM)	
José María Prado (Madrid)	
Steven Ricci (Los Angeles)	Deputy Treasurer
Iván Trujillo Bolio (México)	Vice-President

Honorary Member

Wolfgang Klaue (Berlin)

Heads of specialised commissions

Ann Baylis (Canberra)	Cataloguing and Documentation Commission
Gabrielle Claes (Brussels)	Progr. and Access to Collections Commission
Henning Schou (Berkhamsted)	Technical Commission

Brussels Secretariat

Christian Dimitriu	Senior administrator
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FIAF EXECUTIVE COMMITTEE MEETING
Cartagena, Colombia - 26 April 1997.

DRAFT AGENDA

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All recordings of the General Assembly (9 cassettes) and the beginning of the EC Meeting of April 26 failed and have therefore been reconstructed from notes and personal memory. The cassettes start again to be audible from point 3.a. of the second EC meeting.

**MINUTES OF THE FIAF EC-MEETING
CARTAGENA, 26 APRIL 1997**

1. Opening and adoption of the agenda.

Ms AUBERT opens the session. All new elected officers and members as well as Heads of Commission are present except Mr DUMONT who had to travel back to Switzerland. The agenda is unanimously adopted.

2. Executive Committee Arrangement.

a. Information to new EC Members

The Secretariat in Brussels will provide all documents that have been circulated to the outgoing EC to the new elected members. Other documents will be made available to the new EC members according to their needs.

b. Appointment - Confirmation of Vice Presidents and Deputies.

Mr TRUJILLO is confirmed as Vice-President of the Federation.

Ms CLAES is confirmed as Deputy Secretary General of FIAF.

Mr RICCI is confirmed as Deputy Treasurer of FIAF.

Neither other Vice President nor Deputies are designated.

c. Arrangements for the next EC meeting.

Ms AUBERT reports on the negotiations she had with our colleagues of the China Film Archive about the meeting to be held at the end of October in Beijing.

The meeting will take place on October 27-29, the excursions and shopping occasions on October 30, 31 and November 1. Departure day will be Nov. 2.

[The conditions of the invitation have been finalised by letter after Cartagena. They are sensibly more modest].

Mr TRUJILLO wishes to visit the film stocks producer in China.

Mr DIMITRIU will ask our colleagues in Beijing if the visit to the film stock factory, the China Film Equipment Corporation, is possible.

3. Commissions, Working Groups and Projects

a. Documentation and Cataloguing Commission

Ms AUBERT reminds that this issue has been discussed at the previous EC meeting and that the conclusions have been announced officially at the GA. The new commission will operate under the presidency of Ms BAYLIS, who will present a functioning model after a experimental period of one year, during which she will be assisted by a supporting group.

Regarding the attendance of EC members at the Brussels meeting, she invites Mr KONLECHNER to join the supporting group. The idea is to get extended advise on what the CD-ROM will contain. Ms BAYLIS will also produce a statement on possible improvements of the CD-ROM's content.

Ms BAYLIS points out that the two Commissions are from now on one single Commission and that the meeting in Brussels should serve as an introduction to the new working model.

Mr SMITHER reminds that the EC group that will support the new Cataloguing and Documentation Commission already includes Mr RICCI and himself. Now the invitation to join this group is formally extended to Mr KONLECHNER.

Mr KONLECHNER accepts to join this supporting group and is willing to attend the meeting in Brussels.

Mr RICCI reminds that the EC has to announce now the new situation to Nancy Goldman and that the Susan Dalton's offer has to be discussed with the new EC Members. He asks whether Susan's proposal should be submitted formally to Ms BAYLIS.

Ms AUBERT recalls Susan's future situation (in particular her resignation from the AFI) as well as her proposal that she will be employed under a free-lance contract to manage all the FIAF databases. In order to get a clear view of the situation, she entrusts Mr SMITHER and Mr KONLECHNER to analyse the content of the database.

Mr CHERCHI USAI believes that Susan's document should be considered by all EC members.

Ms CLAES wonders if the database does belong to the AFI, or if Susan Dalton has the right to take the database with her.

Mr RICCI points out the ambiguity of the situation. There is some information that Susan organised at the AFI that belongs to AFI; there is information there that belongs only to FIAF; and there is some «grey area» information too, where it is unclear to know who the information belongs to. He recommends the EC group and Ms BAYLIS to analyse Susan's proposal, and come back with proposals prior to the Beijing meeting. Whatever is decided, it should be done under a clear institutional context.

Mr CHERCHI USAI asks if these questions are raised in Susan's proposal.

Ms AUBERT prefers to wait for the conclusions and recommendations of Ms BAYLIS and the supporting group.

Mr KONLECHNER declares to have complete confidence in what Susan is doing. He considers that the AFI has reasons to be generous about the work Susan has personally been accomplishing for FIAF over the years.

Ms AUBERT stresses that the complexity of the issue, and believes that this is partly due to FIAF's fault for not having made a basic contract at the beginning.

Mr CHERCHI USAI insists on getting the papers of the supporting group as soon as they are available, in order to be prepared for the next meeting.

Mr SMITHER suggests to confirm to Susan that we are taking the necessary time to respond formally to her proposal (which will be after the Beijing meeting).

Ms AUBERT concludes that FIAF is really not in the mood for battle with member archives. We have been put in a difficult situation.

b. «Future of FIAF» Group

Ms AUBERT opens the subject by informing about the drafting of the «Code of Ethics». The membership issue is linked to that issue. She reports on the former «membership working group» that has now been «disbanded». She asks for advice about setting up a new «action group» on membership. After the reflection phase, an action period is now necessary.

Mr JEAUVONS considers that the mandate is back with the EC, and it is fine to have a small working group to revise the membership rules. The question is now that of defining who should do this.

Ms CLAES reminds that Ms BLOTKAMP prepared a paper about this topic and brought it to Madrid. This paper could serve at least as a link between the old group and the new group.

Ms AUBERT wishes to concentrate on a choice of specific actions. It would anyhow be a major task to revise the statutes and rules in view of a redefinition of the membership.

Mr SMITHER admits that not enough attention has been given to Ms BLOTKAMP's paper, but it was decided to prepare new bases for membership. The first priority has consequently been to draft a Code of Ethics, which has been done. There is now a need for a more precise definition of concepts like «a uniform status of membership», or «equitable fee structure», etc., which must be reactivated. Smaller groups must now continue to produce concrete proposals. (in particular to expand on the Code of Ethics, to work out a new fee structure, to look into statutes and rules, etc.).

Mr JEAUVONS is willing to combine efforts with Mr SMITHER and come back with proposals.

Ms AUBERT suggests to write a courtesy letter to the former working group (and to Chris Horak). She also wishes to complete the analysis of the Federation (who are we, what do we do, how do we do it, etc.) and provide an «X-ray» of the Membership.

She has calculated that FIAF has:

14 archives which have less than \$100'000 Budget

11 archives which have less than \$250'000 Budget

10 archives which have less than \$500'000 Budget

She entrusts the Secretariat to gather figures from the last years, and prepare an analysis of members and affiliates. If FIAF wishes to provide a suggestion for a gradual fee structure, the reality of the archives should be beared in mind.

Ms BANDY asks CD to provide an analysis of the payment problems the archives had over the years, so we can see which archives have had difficulties and what the amounts are. He is also asked to list which archives have paid the extra fees.

Mr KLAUE reminds that it is particularly difficult to have an accurate scheme of the budes of archives depending of larger institutions. It is therefore necessary to define clearly what the budget of the archive is.

Ms CLAES asks what the objective of this exercise is, what the policy behind all this could be, and the problems we try to solve here are.

Ms AUBERT replies that these issues have been discussed at large, and minuted at the last Assemblies and EC meetings, in accordance with the idea of creating one single membership category.

Mr JEAUVONS reminds the objectives of the working group on the future of FIAF that implied to open the FIAF structure, modernise the activities. In order to active that expansion, we need not only to revisit the statutes and rules, but also to complete them with a Constitution. The notion of having several levels of members was also becoming out of key with the times.

In Jerusalem, the general consent was to come up at least with a reasonable membership structure and an attempt to find an equitable solution to the subscription problem. There is no deviation of our original mandate: this is to refresh the membership system.

Mr KLAUE always found it difficult to approach an overall reform of FIAF. In his opinion, this can not be achieved. He is in favour of reforming FIAF step by step (The Code of Ethics is an important step), within the present statutes and rules.

Ms CLAES considers that there are at least some preliminary discussions to be held, even before undertaking important changes. For instance, the Code of Ethics could never be signed by all members. What will then become those who cannot sign it? There will be necessary exclusions, but why? There are no replies to these questions. All this seems very uncomplete to her.

Mr JEAUVONS replies that FIAF has to attempt to bring members to observe our Code of Ethics.

Ms BANDY supports Mr KLAUE's point of reforming FIAF step by step. We are now looking for the appropriate language of the Code of Ethics. The same way, the membership will be reformed progressively.

Mr SMITHER reminds that those members of the EC who have just been re-elected had already received Ms BLOTKAMP's «Future of FIAF» paper for the Madrid meeting. This paper will now be made available to the new EC members.

Mr BOARINI raises some questions:

- there have been talks about renewal of FIAF, about new technologies, new archives, about favouring regional sub-groupings, etc. He does not remember having heard anything about a single membership structure. He in fact doesn't see the advantages of adopting such a structure.

Ms BANDY quotes part of the Jerusalem Minutes where this question was addressed to the GA.

Mr KLAUE believes that the Code of Ethics could become part of FIAF's legislation, and that it does not contradict the current statutes and rules. A change of the overall legislation might in future be undertaken. He suggests the Code of Ethics to be adopted as a part of FIAF's legislation: we have statutes, we have rules and we have now a Code of Ethics.

Mr KONLECHNER proposes the alternative possibility of adopting the Code of Ethics as a «manifesto», as something FIAF members would like to achieve, without adopting it as part of a legislation. He declares himself against repressive measures.

Ms AUBERT summarises further actions: there are several aspects:

1. One group studies how the statutes and rules will have to be changed in order to progress towards a unique membership structure.
2. The second group is looking at the implications of the membership fees (according to the earnings of the archives).
3. A third group is working on the Code of Ethics.

Ms CLAES reminds that the Code of Ethics is one part of a two-folded «Chart». The other one is the regulation of FIAF's relationship with the copyright holders. The Code of Ethics has no use to her understanding, without a new FIAF-FIAPF agreement.

Ms AUBERT reminds that the FIAF-FIAPF agreement had been discussed at the first meeting. The new proposed draft is not ready to be shown and will be completed.

Mr JEAUVONS believes that a «stronger» FIAF position should be developed. The actual draft is incompatible with the Code of Ethics.

Mr KONLECHNER thinks that a renegotiation of this contract would be most helpful, and that FIAF must constantly work on that issue. The companies do not know how archives have to work, and do work.

Another important aspect is that FIAF should take into account who the members of FIAPF are. If the producer companies are to be only 5 or 6, then it would not be interesting anymore to have this agreement developed.

Ms BANDY stresses three points:

1. Everybody from the EC must have a copy of the 1971 Convention and the draft of the revisions.
2. It would be interesting to know which archives signed this Convention.
3. Bob, David and herself will meet with Roger Mayer, who is the President of Turner Entertainment Inc. in Washington in June.

A good beginning of FIAF's relationship with Warner-Turner has started thanks to David's leadership.

c. Other projects

Mr SMITHER asks if there are any «other projects» the EC would like to be undertaken until the next EC meeting. No other proposals are made.

CLAIM:

Ms BANDY reports that a number of archives (Colombia, Rio, etc.) wish to know how the ICI fund for CLAIM archives works. She proposes Ms CRUZ RAMIREZ and Mr TRUJILLO to work with her on the identification of needs of the Latin American Archives, organise specific actions, and find the way to assist them in receiving equipment. She proposes to study how to channel the requests, and how to combine this funding sources with small FIAF amounts. Mr DIMITRIU is requested to centralise these activities at the Secretariat.

Mr SMITHER wishes to combine this with requests to the Development fund and possibilities of distributing second hand equipment. The Secretariat in Brussels could hold a central register of equipment.

Ms AUBERT reports that the Service des Archives du Film du CNC has received an editing table and has donated it to Ousmane Sembene. She further reports that plastic cans are available.

Mr DIMITRIU reports that the new association management programme allows for an easy centralisation of the demands and the offers.

4. Membership Questions

Ms AUBERTT reports on Ray Edmondson's letter in which he asks if FIAF could have a formal relationship with the SEAPAVAA grouping.

Mr SMITHER replies that we should welcome the work done by Ray in this remote part of the World, recalling that several archives from this area are FIAF members, but we should avoid having composite affiliations to FIAF. We can make a start by agreeing to exchange information, newsletters, the Journal, etc.

Mr CHERCHI USAI reports that he receives a SEAPAVAA bulletin and suggests to exchange their bulletin against the FIAF Journal.

Ms BAYLIS considers the possibility of exchanging 10 or 12 copies on the Secretariat's level.

5. Follow-up to Cartagena Congress and Symposium

a. Circulation of papers

This has been discussed before.

b. Revision of Congress Guidelines

Mr SMITHER formally recalls that it has been considered to revise the guidelines for host archives.

c. Revision of election procedures

Ms AUBERT recalls that Mr BOARINI is expected to put down a proposal in writing. We should have this issue in mind before the elections which will take place in Madrid. This issue has to be discussed.

Mr RICCI recommends to invite Mr BOARINI to make a concrete proposal that could be discussed during next meeting.

Mr BOARINI agrees to produce a discussion paper that would be considered by the EC members and put to the discussion in Beijing. [An English version will be made available to the EC members].

Ms AUBERT suggests that Mr BOARINI looks into the Statutes and Rules and states how his proposal will alter them.

6. Any Other Business

Mr RICCI asks two questions:

1. When the Gamma Website will be deployed or be ready, he would like to create a link between the Gamma site and the FIAF site.
2. Considering the various regional meetings (Claim, ACE, SEAPAVAA, etc.), the Council for North American Film Archives has tried to discuss issues together, he hopes to be able to organise a meeting at the next FIAF Congress.

Ms CLAES raises again an aspect of the film stocks issue.

The Mexicans have reported their satisfaction about the Chinese Film Stocks.

She herself has contacted Fuji, with negative results (they do not produce duplicating b/w material). Kodak has been invited to the last Gamma meeting.

She concludes that there should be a co-ordinating activity, which would include a price study, materials tests, etc. She proposes the Technical Commission to consider these issues.

Mr SCHOU reports that the polyester stability and the vinegar problems (that are more long term problems) have taken long term commission's efforts.

Ms AUBERT points out that we need to give our membership basic information. The Commission should produce 10 lines on each of the 3 major stock producers existing today, what they produce and what kind of stock they put on the market.

Mr KONLECHNER is interested in what happened with the new Technicolor process. It was supposed to be produced cheaper and better in the laboratory.

Mr SCHOU mentions Bob Gitts' report on the Technicolor situation in the USA.

Ms AUBERT suggests the Technical Commission to contact Gaetan and Hisachi to put together a spreadsheet with quality, type and price comparisons.

She now invites the new EC members to express their ideas about their future activities within the EC.

Ms CRUZ RODRIGUEZ believes that it is a great challenge for her to be part of the EC. She wishes to help other archives in Latin America and the USA to exchange materials, to help to enlarge collections, to develop knowledge and archival skills. She wishes to receive more information in order to be prepared for the next EC Meeting.

Mr BOARINI insists to the importance of the regional grouping. According to him, FIAF's future will be determined by its capacity to act as a Federation of regional groupings. A first aim would be to keep informed how these regional groupings (ACE, CLAIM, AMIA, SEAPAVAA, etc.) work internally, what power they have, what resources they dispose of, how they run their archives and how they finance themselves. Subsequently there has to be studied how they communicate, exchange and favour the creation of new archives.

In Cartagena, he arrived to the conclusion that FIAF should democratise its structures and study the means of financing the attendance of EC members to meetings. This would avoid discrimination between rich and developing archives. Where to get additional financial resources? From the membership. Democracy costs money. We have therefore to ask archives to increase the fees. He concludes that it is a great honour and pleasure to be in this Committee.

Mr KONLECHNER expresses his gratitude for having been entrusted with these new EC responsibilities. He recalls that his main concern will always be to make films available. This means to facilitate projections, and therefore, to develop the best relations with producers and distributors. What is important for our day to day work is to find out who has got the prints and who has got the rights.

FIAF is a scientific association and should have the appropriate working tools. The Federation should, in particular, take advantage of the new technologies and of the work done by people like Susan Dalton. There will always be some «hot stuff» in these data. Publishing these data is very important and the time has come where we could take the next step. He also adds that the Oösterreichisches Filmmuseum is in a bad financial situation, and that participation to travel expenses would therefore be welcome.

Ms AUBERT closes the meeting and thanks the Fundación Patrimonio Filmico Colombiano as the hosting archive and the technical staff as well as the translators.

RS/CD/sq
September 1997.