



It is certain that our members are too busy with their multiple activities to find much time to sit down and write us details about them, and it would appear that the formula of the questionnaire serves as a reminder and at the same time simplifies the problem of answering. And so, if there are no objections to this formula, further questionnaires of the same order will be sent out for bulletins planned for December-January and May-June of 1958. I would like to remind our members and correspondents that we are grateful for all news on their activities and projects and that a full and interesting bulletin depends upon their active help.

During the exercise, the statutes of the F.I.A.F. were corrected, compiled and regrouped and were approved by the Executive Committee of the 2nd-3rd March 1957. An important brochure was prepared in 200 copies comprising the following sections :

- 1 - FOUNDATION AND HISTORY OF THE F.I.A.F. (previously included in the brochure)
- 2 - AIMS, ADMINISTRATION, RIGHTS AND RESPONSIBILITIES OF MEMBERS
- 3 - PRELIMINARIES TO THE STATUTES AND RULES
- 4 - STATUTES AND RULES OF THE F.I.A.F.
- 5 - EXPLANATORY COMMENTARIES TO THE RULES OF THE F.I.A.F.
- 6 - SECTION II OF THE BROCHURE comprising diverse items concerning the relations of the F.I.A.F. with other organisations.

This complete brochure has been distributed at the present Congress. Its translation into English will be done during the following exercise.

It was decided by the Executive Committee of the 2nd-3rd March, that the publicity booklet, printed and illustrated by photos, should be prepared during the exercise. And on the basis of this decision, Vice President Lindgren formulated a plan for the text which was approved by the Executive Committee of May 19th-20th. Certain minor alterations and additions were made by the Executive Secretary, and the text was translated into French. Mr Freddy Buache presented a maquette for the cover which was accepted by the Executive Committee, and undertook the responsibility of the printing of the booklet in Switzerland. Proofs of the text are ready for consideration at the present Congress.

The brief summary concerning each Archive members, which will form one of the appendices of the booklet was compiled in French and English on the basis of the responses to the questionnaires sent out by the Bureau on this ~~occasion~~ subject. These texts are at the disposition of the members for their approval, and will be completed with the inclusion of possible new memberships stemming from this Congress. The form and context of these texts have been submitted to the Executive Committee of October 18th-19th for their approbation.

The response to our request of two photos from each Archive have not proven sufficient for the preparation of the photo section of this booklet, only some ten members have supplied photos to our preliminary request. As not only photographs of good reproduction quality are essential, but all the varied representative activities of Film Archives should be adequately covered, this question has not yet been adequately solved. The problems

posed by this photographic section have been considered by the Executive Committee of October 18th and 19th, and their suggestions and decisions on this subject will be presented during the present Congress.

The booklet will be prepared as soon as possible in the coming exercise in an edition comporting both French and English. The executive Committee of March 2nd-3rd, envisaged its printing in other languages, by those members considering this to be of value to them. Clichés for the photo section can be loaned to the various members as required, avoiding a double expenditure for this aspect of the booklet.

The F.I.A.F. Bureau purchased a second typewriter of the same brand as the first, a necessary addition to the Office Equipment.

During the exercise 1956-1957, the tasks and responsibilities indicated by the Executive Committee were fulfilled insofar as possible by the Secretariat detailed reports of which can be found in the Comité Directeur minutes.

The mimeograph machine which was purchased just before the Dubrovnik Congress and put into use for the first time on the Decisions and Resolutions of Dubrovnik, has permitted a considerable economy and proven extremely useful in facilitating urgent communications with the totality of our members. However the actual work of preparing the stencils, the printing and sorting, has involved a great strain on the personnel of the bureau. It has become more and more apparent that a stenographer working half days is insufficient for the growing task of the secretariat. Mrs Durand who has very adequately fulfilled this post for the past two years is unable to give full time. However, Miss Sterling who was called in to help during the preparation period of the Congress can give full time to the F.I.A.F. She has already shown qualities which lead us to expect considerable capabilities for the post. She has her Masters in law, and speaks English as well as Russian and Polish. There will be sufficient work for both stenographers for the period which immediately follows this Congress, during which time Mrs Durand can further instruct Miss Sterling in the routine work of the office, after which it is hoped that other part time work outside the F.I.A.F. can be found for Mrs Durand.

FINANCES : As mentioned above, the 1956 balance sheet has been sent out to all members who have also received every three months the monthly financial reports of the exercise. Those for the past three months have been distributed to members at the present Congress.

In addition, the Balance Sheet of the year's exercise, from October 1st 1956 to September 30th, 1957, has been prepared, submitted for approval to the Treasurer and Commissioners of Accounts, and has been mimeographed for all members.

The Dues situation from 1955 to the present has been prepared and is open to consideration by members.

The project for the budget for the exercise 1957-1958 has been drafted and will be presented to the members at a further session.

