TO ALL MEMBERS OF FIAF

Jerzy Toeplitz

Re: Summer School for film archivists.

The General Meeting held in Wiesbaden in June 1971 having discussed my report on Summer School for film archivists, accepted by majority of votes the principle of a specialized Summer School.

In order to present a new report on this subject in Bucharest, I would like to have your answers to the following questions:

I. Which subject, in order of preference, do you consider the most interesting and the most useful for the film archivists attending a Summer School?
   a) the preservation of films, tapes, etc...
   b) the cataloguing of films (including all problems connected such as categories of films, identification, filmography, etc...)
   c) the collection of non-film materials, such as posters, stills, technical exhibits etc... (selection, preservation, cataloguing).
   d) the library of a film archive (books, magazines, press cuttings, reference and information service).
   e) the showing of films / in a film archive cinema, for schools and universities, film societies, preparation of programs, informative notes, etc...
   f) tv material in a film archive.
   g) any other subject
   h) combination of two or more subjects given above.

II. Which formula of a Summer School seems to you the most appropriate?
   a) FIAF Summer School organized by a member of FIAF
   b) a FIAF Member Summer School organized for film archivists of FIAF
   and additionally
   c) would you be in favour of making the Summer School accessible to film archivists coming from film archives not belonging to FIAF?

III. The question of cost of a summer school is one of the key problems. Which of the below mentioned possibilities would you favour?
a) the self-supporting School: the film archivists attending pay a fee
to cover all costs, including lodging, food, tuition, projections,
etc... plus fare.

b) the costs are split between: 1° film archive organizing the Summer
School (rooms in which lectures and seminars are held, projections )
2° FIAF (lecturers' fees )
3° participants (food, lodging, administrative costs and fares ).

c) any other financial arrangement.

IV. Would you be willing to organize a Summer School for film archivists,
and if the reply is "yes":

a) which subject of specialization would you choose (question I) ?

b) which formula (question II) ?

c) which financial arrangement (question III) ?

d) when - at the earliest - could such Summer School be organized by
your archive ?

V. Do you have any other remarks or observations concerning a Summer School
for film archivists ?

Thanking you very much in advance for your collaboration, may I ask you to
send me your reply at my Warsaw address :

Jerzy Toeplitz
Instytut Sztuki PAN
Warszawa
Dluga 28

not later than March 5th, 1972.

Sincerely yours,

Jerzy Toeplitz.
REPORT ON SUMMER SCHOOL

I received not too many answers to my circular letter re Summer School for film archivists sent in February 1972. The following film archives answered the letter:

Nederlands Filmmuseum
Jugoslovenska Kinoteka
Staatliches Filmmarchiv der DDR
Suomen Elokuva-Arkisto
Det Danske Filmmuseum
Department of Film /The Museum of Modern Art
Norsk Filminstitutt
Cinematheket / Svenska Film Institutet
Cinémathèque de Toulouse
Motion Picture Section / Library of Congress
Oesterreichisches Filmmuseum.

The honorary member Mr. Einar Lauritzen informed me about his point of view concerning this question.

On the basis of the received answers I am able to draw some general conclusions and to suggest to you the practical steps to be taken.

The general conclusions

1. Almost all film archives are in favour to of
   a/ the preservation of films
   b/ the cataloguing of films
   as the subject of the Summer School.

   In most of the answers these two subjects appear together, so the Summer School should have the double specialisation, perhaps with the division of time: the first half dedicated to the problems of preservation, the second one to the cataloguing.

   On the third place as a subject for Summer School we find conservation of non-film materials /6 archives/, on the fourth - library /5 archives/.

   Two archives suggested as the possibility of Summer School - copyright problems.
2. These is no marked preference as to the formula of a Summer School. The same number of film archives spoke in favour of a School organized by FIAF, and in favour of School organized by a FIAF member, with the help of FIAF. The majority of archives is for the opening of a Summer School to archivists from non-members of FIAF. Some of the archives make the additional reservations here, such as: a/ only perspective members of FIAF should be admitted, or b/ the non-members should pay more than members etc.

3. The net majority spoke in favour of splitting cost between FIAF, organising member and attending members.

4. One archive is willing to organize Summer School in 1973, two archives - possibly - from 1974 on. Two American archives said that they would be able to do it sometimes later.

The practical steps

I believe that we should not postpone indefinitely the organization of a Summer School but to adopt the "try-out" system, accepting with due thanks the offers of film archives wishing and able to organize a Summer School in next future.

1. I suggest therefore that the General Meeting accepts for 1973 the offer of the Staatliches Film Archiv der DDR to organize under the supervision of FIAF the Summer School having as subject: the preservation of films and the cataloguing of films.

The splitting of costs will be as follows:

a/ the organizer/Staatliches Filmarchiv der DDR/ will pay
   - part of meals for all attending the school,
   - meeting rooms, technical facilities and additionally
   - all costs/hotel and meals/ for two to four filmarchivists,
   - all costs/hotel and meals/ for lectures from other archives or institutions;

b/ the attending filmarchivists will pay
   - travel expenses
   - hotel
   - part of the meals

altogether around $ 15.00 per day;
c/ FIAF will pay the expenses for teachers coming from abroad /if necessary/;
d/ the duration of the School - about 14 days /in Summer of 1973/;
e/ the language - English;
f/ the member of film archivists attending - around 15;
g/ may be admitted archivists coming from prospective members of the FIAF.

2. I suggest that the General Meeting accepts the offer of Danske Filmmuseum to organise a Summer Film School in 1974 having as the subject the library of a film archive on a self supporting basis. The details and arrangements to be discussed later.

Warsaw, 18th March 1972.

Jerzy Toeplitz