



**International Federation of Library Associations  
and Institutions**

**SECTION ON AUDIOVISUAL AND MULTIMEDIA  
NEWSLETTER**

Joëlle Garcia, editor

Issue n°2, June 2001

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**MEMBERSHIP AND ELECTIONS**

**MEMBERSHIP :**

The former Round Table on Audiovisual and Multimedia became a section in 1999. A section membership comprises three categories of members: international and national association members, institutional members and personal affiliates. The section has now 39 members from 25 countries all over the world.

**Canada :**

- Canadian Library Association
- Ecole de Bibliothéconomie et des sciences de l'information, Université de Montréal
- Manning, Ralph W.

**China :**

China Society for Library Science (CSLS)  
c/o National Library of China

**Germany :**

- Niedersächsische Staats- und Universitätsbibliothek, Gottingen
- Deutsche Blinden-Bibliothek in der Deutschen Blindenstudienanstalt, Marburg/Lahn

**Finland :**

University of Art and Design Library,  
Helsinki

**France :**

- Association des Bibliothécaires Français
- Bibliothèque nationale de France

**India :**

Indira Gandhi National Centre for the Arts,  
New Delhi

**Iran, Islamic Republic of :**

Library of Political and International Studies  
(LPIS), Tehran

**Israel :**

- Kasow, Ms Harriet
- Koffler, Ms Lia

**Italy :**

Biblioteca Nazionale Centrale - Roma

**Japan :**

Japan Library Association

**Morocco :**

Centre National de Documentation, Rabat

**Netherlands :**

- Openbare Bibliotheek Amsterdam
- Stichting Lezen, Amsterdam
- BOKHAUZ, Page

**Norway :**

Nasjonalbiblioteket/National Library of  
Norway

**Peru :**

Pontificia Universidad Catolica del Peru,  
Lima

**Philippines :**

National Library of the Philippines, Manila

**Russian Federation :**

Russian Library Association

**El Salvador :**

Biblioteca "Florentino Idoate", San Salvador

**Saudi Arabia :**

King Saud University Libraries, Riyadh

**Spain :**

Biblioteca Nacional, Madrid

**Sweden :**

- Svenska Enter rehabilitering AB, Enskede
- Stockholm Institute of Education Library

**Switzerland :**

Université de Genève, Service de  
coordination des bibliothèques (SEBIB)

**Turkey**

Milli Kütüphane Baskanligi/National  
Library, Ankara

**United Kingdom :**

- The Library Association
- Faulkner, Ms Marie

**United States :**

- American Library Association
- Library of Congress, Office of the Associate Librarian for Library Services
- Comerford, Kevin James
- Ms May Huang Yu

**Uruguay :**

- Centre of Canadian Uruguayan Studies
- DaCosta, Ms Graciela
- Sambaino, Ms Samira

## **STANDING COMMITTEE NOMINATIONS :**

The former Round Table on Audiovisual and Multimedia became a section in 1999. Since the IFLA Bangkok conference (August 1999) a group of 23 persons had been considered as Provisional Standing Committee members. In 2001, the Standing Committee members were nominated by registered members of the section.

By the deadline of 5 February, for the Standing Committee of the AVM Section, only 6 nominations had been received (Monika Cremer, Joëlle Garcia, Edvarsen (No.), Martinez (Sp.), Royan (UK)).

As the Section has to be considered as a special case, since only recently we had the transition from Round Table into Section, the board considered the final stage of the transition by asking us to make a selection of 14 of the 20 members, which we could then consider to join the 6 newly nominated to form the new Standing Committee. We kept one member from each country represented in the former provisional Standing Committee.

The next opportunity for nominating is October 2002-February 2003.

### **List of the SAVM Standing Committee members :**

Ms Joëlle Garcia 2001-2005

Chair/Treasurer of IFLA Section: AV/MEDIA

Bibliothèque Nationale de France, Département de l'audiovisuel T3 N3

Quai François Mauriac

75706 PARIS Cedex 13, France

Ms Monika Cremer 2001-2005

Secretary/Information Coordinator of IFLA Section: AV/MEDIA

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Ms Joyce Agalo

Standing Committee Member of IFLA Section: AV/MEDIA

Moi University

P.O. Box 3900

ELDOROT, Kenya

Jean-Marie Beauloye

Standing Committee Member of IFLA Section: AV/MEDIA

Médiathèque de la communauté française de Belgique

6, Place de l'Amitié

1160 BRUXELLES, Belgium

Ms Graciela da Costa

Standing Committee Member of IFLA Section: AV/MEDIA

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MONTEVIDEO 11 000, Uruguay

M. Dahmane

Standing Committee Member of IFLA Section: AV/MEDIA

Scientifique et Technique

3 rue des Frères Aissou Ben Aknoun  
ALGER, Algeria

Kai Ekholm  
Standing Committee Member of IFLA Section: AV/MEDIA  
University Library of Jyväskylä  
P.O. Box 35  
FIN-40351 JYVÄVKYLÄ, Finland

Ms Maria-Pilar Gallego  
Standing Committee Member of IFLA Section: AV/MEDIA  
Paseo Ricoletos 20  
28071 MADRID, Spain

Gérard Grunberg  
Standing Committee Member of IFLA Section: AV/MEDIA  
The General Organization of the Alexandria Library  
116 El Horreya Avenue, El Shalallat  
ALEXANDRIA, Egypt

Ms Ludmilla Levykina  
Standing Committee Member of IFLA Section: AV/MEDIA  
AV Educational-Linguistic Centre  
Nikolozjamskaya Street 1  
109 189 MOSCOW, Russian Federation

Ms Debby McLeod  
Standing Committee Member of IFLA Section: AV/MEDIA  
Johnson County Library  
P.O. Box 2933  
SHAWNEE MISSION, KS 66201-1333, USA

Rafael Oza Diaz, de la  
Standing Committee Member of IFLA Section: AV/MEDIA  
Ministerio de Cultura, CEISIC  
Calle 4e/. 11 y 13 Vedado  
LA HABANA, Cuba

Wang Quian  
Standing Committee Member of IFLA Section: AV/MEDIA  
National Library, Audiovisual Center  
39 Baishiqiao road  
BEIJING 100081, China

Ms Mircea Regneala  
Standing Committee Member of IFLA Section: AV/MEDIA  
Biblioteca Centrala Universitara  
Calea Plevnei nr. 59, Sector 1  
BUCARESTI, Romania

Ms Carla Maria Sotgiu

Standing Committee Member of IFLA Section: AV/MEDIA  
Discoteca di Stato  
Via Caetani 32  
00186 ROMA, Italy

Ms Nieves Iglesias Martínez  
Standing Committee Member of IFLA Section: AV/MEDIA  
Biblioteca Nacional de España  
Paseo de Recoletos, 20  
28071 MADRID, Spain

Jonny Edvardson  
Standing Committee Member of IFLA Section: AV/MEDIA 2001-2005  
National Library of Norway, Rana Division  
Finseton, 2  
N-8607 MOIRANA, Norway

Bruce Royan  
Standing Committee Member of IFLA Section: AV/MEDIA 2001-2005  
Scottish Cultural Resources Access Network (SCRAN)  
Abden House, 1 Marchhall Crescent  
EDINBURGH EH16 5HW, Scotland, United Kingdom

### **STANDING COMMITTEES: ELECTION OF OFFICERS, 2001**

This year, the Standing Committee needs to elect a chair, a secretary and a treasurer to serve for the period 2001-2003. It will be done at the first Standing Committee meeting in Boston.

<b>MEDIUM TERM PROGRAM 1998-2001</b>
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### **Scope statement**

The Section on Audiovisual and Multimedia concerns itself extensively with all issues relating sound, still and moving images and multimedia documents and services such as : children libraries, languages centers, and Internet (images, sounds delivery) in libraries : development of collections, cataloguing, access including Internet, conservation. Special expertises are required about sources and methods of acquisitions, technical issues for historical and for new carriers and equipments, legal issues affecting collecting, transferring and delivering documents, specifics rules and formats of cataloguing, and all kinds of libraries are concerned. Relations have to be established in IFLA with corresponding groups and with PAC and UAP Core Programmes, and out of IFLA with professional organizations of sound and audiovisual archives.

### **Goals, 1998-2001**

#### **Goal 1**

Promotion of the use of Audiovisual and Multimedia in Libraries. Discussion and information between librarians in charge of

audiovisual and multimedia collections and services, in relation to users' needs.

## **Actions 2000-2001**

1.1 Membership enlargement (institutions and personal affiliates), in order to gather together resources and to be able to strengthen the library work with the fast developing material called audiovisual and multimedia

### **Goal 2**

Development of heritage collections: by voluntary deposit or by the extension of legal deposit to include Audiovisual and Multimedia, in both public and private archives

### **Goal 3**

Develop legal expertise in relation to acquisition and access questions, and for preservation requirements.

### **Goal 4**

Monitor technical knowledge regarding historical, present and future carriers and related equipments, in order to preserve heritage collections ; monitor the use of technological developments to copy and to deliver collections to the public, including Internet.

### **Goal 5**

Adaptation of cataloguing rules and formats for audiovisual and multimedia documents. Adaptation of indexing languages and classification. Encourage National Bibliographies to include sound and image records and multimedia. Expertise in enriching catalogs with sound and images. Adaptation of Information Retrieval systems to images and sounds on Internet.

### **Goal 6**

Promotion of special services such as language and educational centres.

1.2 IFLA open sessions and workshops, exchanges between section members and others, interested in the audiovisual and multimedia area

1.3 IFLA Project: New edition of « Guidelines for Audiovisual and Multimedia Services in Libraries »

## **Actions 2000-2001**

2.1 Information and cooperation with other institutions in the Co-ordinating Council of Audiovisual Archives Associations

### **Action 2000-2001**

3.1. Information and cooperation with other bodies/organizations working worldwide with audiovisual and multimedia material and services

### **Action 2000-2001**

4.1 Open Session in IFLA Boston 2001 with the Section on Information Technology „New Technologies or access to moving images

4.2 Workshop in IFLA Boston 2001 : Moving images and digital libraries

### **Action 2000-2001**

5.1. Cooperation with Bibliographic Control Section on forthcoming National Bibliographic Publications Working Session.

5.2 Projects about access.

### **Action 2000-2001**

6.1 Edition of Guidelines for establishing educational linguistic centers (to be proposed as a Project).

<p style="text-align: center;"><b>SECTION ANNUAL REPORT : AN EXTRACT</b> <b>(September 1999 - December 2000)</b></p>
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By Joëlle Garcia, chair

### **MEMBERSHIP**

The former Round Table on Audiovisual and Multimedia became a section in 1999. Until 2001, the membership of the Section on Audiovisual and Multimedia is the membership of the former round table and new members. The Standing Committee is provisional. In 2001, the Standing Committee members will be elected by registered members of the section.

In December 2000, the section has 35 paying members.

Monika Cremer was elected as the new secretary of the section during the first meeting of the executive committee in Jerusalem, to replace Bibbi Andersson.

### **MEETINGS**

No interim meeting was scheduled in 2000. The next one will be held on the 29<sup>th</sup> et 30<sup>th</sup> of January 2001.

The Executive Committee met twice during the Jerusalem Conference (Saturday, 12 August 11h30 - 14h20, Friday, 18 August 8h00-10h15).

Besides programme discussions for the annual conferences 2001 and 2002 and the years to come, the most important issues for the meetings were: membership matters and projects. The chair and the secretary also took part of the Coordinating Board Meetings for Division VI.

### **PROJECTS**

The two current projects were:

« Guidelines for Audiovisual and Multimedia Services in Libraries »

As Bibbi Andersson (Sweden) resigned from her position in the section, she was not able to go on with this project and could not continue within the working group (Martin Kesselmann, Graciela Dacosta, Mircea Regneala). She sent the actual papers in September to Joelle Garcia, Monika Cremer and the working group, to help them to prepare a draft version for Boston during the next interim meeting in Paris. The section asked for transferring the project money allocated for 2000 to 2001.

« A survey on legal deposit and copyright in Spanish speaking countries. »

Graciela Dacosta (Montevideo, Uruguay) has worked in 2000 on this project and will have to write down a report on it. As she will not be able to work further on it, we'll have to decide during the next conference if we go on deeper in this issue.

### **PUBLICATIONS**

The section brochure was translated in Spanish by Graciela Da Costa and put on the web, as well as the German version, done by Monika Cremer.

Annual Newsletter, edited in 2000 by Joëlle Garcia.

Information on the IFLA's site [www.ifla.org/VII/s35/rtav.htm](http://www.ifla.org/VII/s35/rtav.htm) provided by Monika Cremer.

## **CONFERENCE PROGRAMMES IN JERUSALEM, AUGUST 2000 :**

### **Audiovisual and Multimedia joint with User Education Open session**

The theme was « Multimedia and Library User Education »

1. Incorporating library instruction in the curriculum  
MARTIN KESSELMAN and SCOTT HINES (Rutgers University Libraries, Kilmer Library, Piscataway, New Jersey, USA)
2. Interactive web-based library instruction: the WebLUIG tutorial  
ATHENA HOEPPNER (University of Central Florida, USA)
3. Web-supported teaching in the Department of Information Science at the University of Pretoria  
THEO BOTHMA and RETHA SNYMAN (University of Pretoria, Pretoria, South Africa)
4. Development of a multimedia library virtual tour  
JESUS LAU, CARLOS MONTANO, BERENICE MEARS and ETHEL MEARS  
(Universidad Autonoma Central Juarez, Juarez, Mexico)

#### Research Reports

5. The making of the Microsoft Encarta Encyclopedia as an interactive information and teaching resource  
KEVIN COMERFORD (Microsoft Corporation, Redmond, Washington, USA)
6. Safeguarding our documentary heritage  
ASTRID BRANDT (Direction de l'administration générale, Ministère de la Culture et de la communication, Paris, France)
7. Status of copyright and legal deposit for audiovisual and multimedia in Spanish-speaking countries  
GRACIELA DACOSTA (Montevideo, Uruguay)

The session was attended by more than 100 people.

### **Audiovisual and Multimedia Workshop**

The theme was « Cooperation between Institutions Concerning Access to Audiovisual and Multimedia Material »

1. Multimedia in German libraries - aspects of cooperation and integration  
MONIKA CREMER (Niedersächsische Staats- und Universitätsbibliothek, Göttingen, Germany)
2. The Steven Spielberg Jewish Film Archive: a focus for cooperation  
MARILYN KOOLIK (Steven Spielberg Jewish Film Archive, Jerusalem, Israel)
3. Developing and itinerant multimedia collection on Canadian Studies to share among Information Services in Latin America  
PAOLA PICCO (Centre of Canadian Uruguayan Studies, Montevideo, Uruguay),  
GRACIELA DA COSTA (University School of Librarianship, Montevideo, Uruguay)

It was possible to add a 4th contribution:

Knowledge organization for the educational contents audiovisual by Catalina Noumis (Mexico), which has been announced also in IFLA Express.

The audience of this workshop was less than 50 persons, partly due to the library excursions and the excursion to Bethlehem



## RELATIONSHIP WITH OTHER BODIES

### - **CCAAA meeting, London, March 2000**

The General Information Program was established in 1976 to provide the framework for UNESCO's action in the field of information, including libraries and archives. In 1979, the RAMP program was created in 1981 in response to the UNESCO Recommendation for Safeguarding and Preservation of Moving Images. However, since two separate units within UNESCO administered these two programs, ICA and IFLA proposed the settling up of a forum for general discussion involving all NGOs concerned with audiovisual archiving.

The Round Table on Audiovisual Records (RTAVR) brought together IFLA (Coordinator of Professional Activities, Round Table on Audiovisual and Multimedia Chair and Secretary), International Council of Archives (Audiovisual Subcommittee) and the specialist international NGOs FIAF (International Federation of Film Archives), FIAT (International Federation of Television Archives), IASA (International Association of Sound Archives) for an annual meeting and cooperation since 1981 and UNESCO since 1982. During the Brussels meeting in 1999 it was decided that this group of representatives would act as a counseling body in the future. The general goal should be the coordination of joint policies and activities of the audiovisual archive associations under the name of Coordinating Council of Audiovisual Archive Associations.

The CCAAA main duties are :

- to function as a forum for co-ordination, communication and exchange of information between the member organisations
- to initiate, install and carry out projects of common interest for more than one organisation
- to evaluate and assess proposals for projects of common interest to more than one organisation
- to present and promote projects, agreed as CC projects, to external bodies e.g. UNESCO, EU
- to produce and/or endorse position papers and recommendations on issues like legal deposit, copyright, technical standards etc.
- to organise every third year a joint conference to highlight progress in the various fields of AV-archiving, technology, cataloguing, copyright etc.

The CCAAA annual meeting took place in London at the end of March. IFLA was represented by Sjoerd Koopman (Coordinator of Professional Activities) and Joëlle Garcia (Chair of the Section on Audiovisual and Multimedia).

CCAAA members gave a report on their annual activities and conferences and exchanged information on audiovisual matters. The CCAAA composition and terms of reference were discussed. Several proposals for joint CCAAA projects were presented : an Audiovisual archive manual for non specialist archives, regional seminars organised for basic archiving skills with emphasis on Africa and least developed countries, a consultation with manufacturers of analogue video recorders (in April 1998, RTAVR arranged a consultation on preservation of access with manufacturers of analogue tape machines), joint symposia (in January 2000 the CCAAA organized the 5th Joint Technical Symposium), virtual training and information centre for AV archives.

### - **Joint Technical Symposium, Paris, January 2000**

Scientific and technical event that was organised for the first time in Stockholm in 1983, then in Berlin (1987), Ottawa (1990) and London (1995), the JTS gathers, at the initiative and with the support of UNESCO, the three international organisations implied in the preservation and restoration of original image and sound materials : Fédération Internationale des Archives de Film (FIAF), International Federation of Television Archives (FIAT/IFTVA), International Association of Sound Archives (IASA), and the audiovisual sub committees of ICA (International Council of Archives) and of IFLA (International Federation of Library

Associations and institutions). The subject of the JTS Paris 2000 "**Image and Sound Archiving and Access : the challenges of the 3<sup>rd</sup> Millennium**" clearly focussed on the implications and the evolutions introduced by the new digital and Internet environments for the preservation of moving images and sounds activities and strategies.

The JTS Paris 2000 presented 30 papers and 8 posters organised in three chapters corresponding to the main present and future challenges :

- Risk assessment in the preservation of image and sound materials
- Transfer and restoration of original image and sound
- Data management systems and migration strategies

Joëlle Garcia represented the Section on Audiovisual and Multimedia in the Editorial Committee organizing the programme of the Joint Technical Symposium.

<b>A BRIEF REPORT OF THE 2<sup>nd</sup> CCAAA MEETING (PARIS, 23<sup>rd</sup> of MARCH)</b>
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Joëlle Garcia, chair

The second CCAAA annual meeting took place in Paris at the end of March. IFLA was represented by Joëlle Garcia (Chair of the Section on Audiovisual and Multimedia). The SEAPAVAA application for membership of CCAAA was accepted. A convenor and a rapporteur were appointed.

CCAAA members gave a report on their annual activities and conferences and exchanged information on audiovisual matters.

#### **FIAF**

A successful congress was held in London in June 2000 which was also the occasion for a two-day symposium "The Last Nitrate Picture Show" and two half-day workshops entitled "Speaking for the Record" and "The Futurology of Film Archiving". This year's congress is to take place in April in Rabat, Morocco. Publications: *Film Archive* CD-ROM is to be published and distributed. The Periodical Indexing Project (PIP) has resulted in a database contained on the CD-ROM. One event of great significance was the proposal to UNESCO by the German Bundesarchiv that Fritz Lang's "Metropolis" be recognised as part of world cultural monument - the first time that an audiovisual artefact was proposed for such recognition. A summer training school is to be held from 10 - 28 June in George Eastmann House in Rochester, NY.

#### **FIAT**

FIAT will be continuing its activities of the past - an annual world conference and local seminars. For this year regional seminars have been planned for Moscow (21 - 25 May) and Mexico in November. The Mexico seminar will be jointly held with IASA which means that the programme is being re-written to reflect IASA input. FIAT's next World Conference will be held in London in September 2001. The focus will be on business matters and the cost of new technology whose introduction is advocated by FIAT, and on the qualifications of those working in the field. The FIAT website is closed at the moment but a new site will be opened in the near future. (New site now open at [www.fiatifta.org](http://www.fiatifta.org)).

#### **IASA**

This year's conference in London will be hosted by the British Library and held jointly with ARSC (Association of Recorded Sound Collections). Last year's conference was held jointly with SEAPAVAA and hosted by the National Archives of Singapore and was deemed to have been successful. The venues for the coming years are Denmark in 2002, somewhere in South Africa in

2003 and Oslo in 2004. The Oslo conference will be held in parallel with IAML (International Association of Music Libraries and Archives and Documentations Centres). The joint FIAT/IASA meeting will be continued this year with a meeting in Potsdam in May. Topics for discussion are the digitisation of sound archives and policy on copyright.

#### **ICA**

The last year conference took place in Sevilla (Spain).

#### **IFLA**

Last year's annual conference in Jerusalem (IFLA's 66th) was attended by 1800 persons and successful. New statutes were approved - these include provision for postal ballots for the election of the Governing Board, which will replace the former Executive and Professional Boards. Christine Dechamps will hold the office of President in 2001 and 2002. IFLA has also witnessed steadily growing membership which now exceeds 1700. Its next conference will be held in Boston in August 2001.

The audiovisual and multi-media (AVM) section is one of 35 sections and nominations for members of the various Standing Committees are taking place at the moment. The AVM section is concentrating on issues such as access to moving images in digital libraries. The first working draft of its guidelines will be presented at the Boston conference. These reflect a wide spectrum of issues such as administration, staff training, legal deposit, copyright, user access and so on.

#### **UNESCO**

Two new portals have been launched - one for libraries and one for archives - which can be accessed at the following URLs:

[http://www.unesco.com/webworld/portal\\_bib](http://www.unesco.com/webworld/portal_bib)

[http://www.unesco.com/webworld/portal\\_archives](http://www.unesco.com/webworld/portal_archives).

These are designed to promote access to information and resources in libraries and archives and they also deal with activities related to these fields, by providing news about conferences and training opportunities.

Last year's Memory of the World Conference was based in Mexico and one of the aims formulated here was to develop closer collaboration between the World, Regional and National MoW Committees and also the national UNESCO Commissions throughout the world to promote the Memory of the World Programme especially in Latin America and the Caribbean.

The CCAAA composition and terms of reference were discussed. Several proposals for joint CCAAA projects were examined: an Audiovisual archive manual for non specialist archives, regional seminars, joint symposia (future symposia should not be limited to technical issues - legal issues and relationships to the business world were matters that concerned all member organisations), a consultation with manufacturers of analogue video recorders (in April 1998, RTAVR arranged a consultation on preservation of access with manufacturers of analogue tape machines), virtual training and information centre for AV archives.

We will talk about it in more details during our first Standing Committee meeting in Boston.

<b>GUIDELINES WORKING DRAFT</b>
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As early as in 1972, the UNESCO Public Library Manifesto stressed the need to include audiovisual media in public libraries, both in adult and children's services. Ten years after, the IFLA Round Table on AV Media had been asked to consider standards and guidelines for the

provision of audiovisual materials and equipment in public libraries, and the first edition of the guidelines was born. The increasing importance of audiovisual media and the technical development brought the second, revised, edition in 1987.

The Round Table on Audiovisual Material was created in IFLA in 1973 to cover all “non book materials”, or – according to another definition – all documents requiring equipment to be consulted: sound records, slides, film and video. Successful and major new services in libraries, such as multimedia documents (CD-I and CD-ROM) and multimedia on-line services, represent an evolution of audiovisual documents since they contain or deliver at the same time several different audiovisual media, electronically organized. This evaluation made the Round Table changing its name into Round Table on Audiovisual and Multimedia in 1996. From 1999 the Round Table on AVM has transformed into the Section on Audiovisual and Multimedia.

Indeed the technical revolution in libraries has pointed at a need not only for name changing but also for revision of the guidelines of audiovisual and multimedia materials. In 1997 the RT on AVM made a proposal for a small project: a revision of the old texts and complementary material for Guidelines for Audiovisual and Multimedia Services in Public Libraries. The project was pushed on for one year, and the result was a conclusion that creating new guidelines was a too heavy task for one person; the result was more like a frame to work on with. In 1999 the IFLA Coordinating Board of Division VI decided to sanction a proposal from the new Section on AVM: a new project, a Preparation for making guidelines for all kinds of Audiovisual and Multimedia libraries. Responsible for this project was a group of persons from the section.

The draft of the revised IFLA Guidelines for Public Libraries was discussed at the IFLA Conference of 2000 in Jerusalem. Of course these guidelines also have some parts on audiovisual and multimedia materials. And it is said: “As one of the main issue of the public library is to bridge the gap between the information rich and the information poor it has also to provide access to the necessary equipment, e.g. information technology, microform readers, tape recorders, slide projectors and equipment for visually handicapped.”

A first working draft will be presented during the Boston conference. These contents will be discussed :

1. Introduction
2. General statements
3. Definitions/Materials
4. Organization and administration
  - 4.1. Staff, education and training
  - 4.2. Budget
5. Acquisition, legal deposition
6. Copyright
7. Cataloging and bibliographic access
8. Archiving, preservation and storage
9. Digitizing, Imaging
10. Internet
11. User services
12. Cooperation
13. Reference resources

Yours comments will be welcome during the open session of the Section on Audiovisual and Multimedia (Tuesday 21<sup>st</sup> of August, 8h30-11h00).

## A MULTIMEDIA PROJECT ON PREVENTIVE CONSERVATION OF ARCHIVAL AND LIBRARY COLLECTIONS

By Dr A. Brandt-Grau, Department of Research and Technology, French Ministry of Culture and Communication



### Background

All throughout history, libraries and archives have been the guardians of the documentary heritage of mankind. Although during past centuries the writing medium underwent only very few changes, from parchment to paper, the last two centuries have seen the recurrent emergence of the new media, ranging from daguerreotype to digital disc.

Given the rapid evolution of the new technologies, safeguarding the cultural heritage becomes more and more a concern for specialists. At the same time the participation of the entire library and archive profession is necessary. It has become equally indispensable to raise awareness among decision-makers, professionals and the public at large.

One of the main goals of the UNESCO "Memory of the World" programme is to promote the preservation of the documentary heritage of mankind. Thus a guide providing the recommended practices and listing the standards and reference literature related to preservation of documents of all kinds was published by the Sub-Committee on Technology of the Memory of the World Programme. In order to disseminate this guide among a wider range of users, hoping that it becomes an initial or permanent training tool, UNESCO contracted IFLA to create a thoroughly illustrated CD-ROM both in English and French on the causes of deterioration of library collections and archival documents as well as on the preventive measures to be taken. Thanks to the hypertext

links this CD-ROM should be able to extend the possibilities of research by providing the links with other Internet sites dealing with similar information in the preservation field.

Besides the participation of the experts from UNESCO "Memory of the World" programme who edited the Guide, the CD-ROM is the result of work and fruitful collaboration of many library and archives professionals along with their institutions. This project, directed by IFLA PAC

(Preservation and Conservation) Core Programme, hosted by the National Library of France, was carried out successfully thanks to scientific assistance from the Mission on Research and Technology of the French Ministry of Culture.

## Contents

Recommended practices are fundamental for the good preservation of the collections. These practices and measures are represented in the CD ROM, designed to become a working tool for all the persons in charge of library or archival collections.

The CD ROM includes six chapters:

- environment and storage
- disaster planning
- graphic documents
- photographic documents and films
- mechanical carriers
- magnetic carriers
- optic carriers
- electronic publications, electronic documents and virtual information

Each section was written by a specialist in the field. They define document types, deterioration factors and preventive measures. Some sections have synopsis.

Remedial measures are deliberately not considered here since they require the involvement of trained and experienced restorers.

Specific terms used are defined in the glossary. Hypertext links help to enhance the information on the CD-ROM by referring to other selected and constantly updated sites relevant to this field. Each section includes a select bibliography and information on international standards already published or in preparation. These standards can be used as recommendations or specifications according to each case.

The sections are fully illustrated - the CD-ROM with 400 pictures helps to deepen our knowledge and can be used as a basis for preparation of a course or a conference.

Part of the content of the CD-ROM will also be made available on the websites of UNESCO (<http://www.unesco.org/webworld/mdm/index.html>) and of the French Ministry of Culture and Communication (<http://www.culture.gouv.fr/culture/conservation/fr/>).

If you wish to receive a CD ROM please contact :

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**BOSTON CONFERENCE 2001**  
**SECTION ON AUDIOVISUAL AND MULTIMEDIA PROGRAMME**

✓ **Saturday, 18 August : 11h30-14h20**

**First Section on Audiovisual and Multimedia Standing Committee meeting**

*SC meetings may be attended by observers by permission of the chairs which is usually given. They are a good way of getting to know the work of a Section and may lead to direct involvement.*

✓ **Tuesday, 21 August : 8h30-11h00**

**121. Audiovisual and Multimedia Open session on  
 'New Technologies for Access to Moving Images'**

- Bruce Royan (SCRAN, Scottish Cultural Resources Access Network, UK) : "Moving Images and Cultural Heritage in Scotland"
- Régine Tobias, Dr. Udo Willke (Karlsruhe University, Germany) : "DIVA - the digital video and audio archive of the Karlsruhe University Library".

These papers will be followed by a presentation of the first working draft of the "Guidelines for audiovisual and multimedia materials in libraries" by Joëlle Garcia (Bibliothèque nationale, France, chair of the section)

✓ **Friday, 24 August : 8h00-10h00**

**Second Section on Audiovisual and Multimedia Standing Committee meeting**

*SC meetings may be attended by observers by permission of the chairs which is usually given. They are a good way of getting to know the work of a Section and may lead to direct involvement.*

**SECTION DISCUSSION LIST**

The Section on Audiovisual and Multimedia has its own discussion list, RTAVM-L. To join, send the message « subscribe RTAVM-L <yourfirstname> <yourlastname> » to [listserv@infoserv.nlc-bnc.ca](mailto:listserv@infoserv.nlc-bnc.ca)

<b>BECOMING A MEMBER ? KEEPING INFORMED ?</b>
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A section membership comprises three categories of members: international and national association members (they may register free of charge for two Sections, for more they have to pay an extra fee), institutional members (libraries and information centres, library schools, bibliographical and research institutions and other institutions and bodies that would like to contribute professionally to our activities are entitled to register free of charge for two Sections, for more they have to pay an extra fee) and personal affiliates (individuals wishing to mark their interest in and support for our purposes and professional activities entitled to register free of charge for one Section, for more they have to pay an extra fee).

So, if you are a member of the former Round Table and want to stay as a member of the Section on Audiovisual and Multimedia, you need to get your institution affiliated to our section or to be personal affiliated to it.

If you are interested in the work of the Section, and wish to become a member, ...and for information, projects, ideas, comments , please contact

<p>Joëlle Garcia, Chair &amp; Treasurer : Bibliothèque nationale de France - Département de l'Audiovisuel - T3N3 - Quai François Mauriac - 75706 Paris Cedex 13 - France - Tel. : 33.1.53.79.53.96 - Fax : 33.1.53.79.47.21 - E-mail : joelle.garcia@bnf.fr</p> <p>Monika Cremer, Secretary &amp; Information Coordinator : Nds. Staats-und Universitätsbibliothek - 37070 Göttingen - Tel. 49.0551.39.52.42 - Fax: 49.0551.39.31.99 - E-mail: cremer@mail.sub.uni-goettingen.de</p>
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