

## Handling of non-film materials in the Makino Mamoru Collection of C.V. Starr East Asian Library at Columbia University

### 映画関連資料の整理方法

- コロンビア大学東亜図書館牧野守コレクションの事例 -

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## I TP International Training Program

### Term

October 5<sup>th</sup>, 2008 ~ January 3<sup>rd</sup>, 2009 (91days)

### Name of partner with Ritsumeikan University

The Donald Keene Center of Japanese Culture

### Name of Institute

C.V. Starr East Asian Library at Columbia University

### Goal for dispatch

Grasp an outline and plan the arrangement for Makino Mamoru Collection in East Asian Library

## The present situation



- **906 boxes** (40cm x 34cm x 27cm)

(Details)

- **Books** = 14,576 items
- **Magazines** = 10,028 items
- **Clear files** (file folders, mainly A4 size) = 1,805 files

\*file folders have about 40pages each. Materials are in one by one page.  
So, about 20~30 items in one folder. 1,805 files x 30 items = 54,150 items.

- **The others** (Video, Poster, records) = 341 items

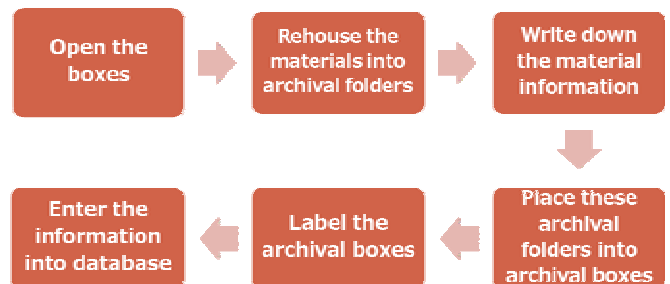
Total estimation = about 80,000 items

\*estimated by C.V. Starr East Asian Library

- These boxes are in "ReCAP" (off-site storage near Princeton University)

## Operation October 7th ~ December 31th

- **Members** · Archival, Public Services Librarian/Dr. Beth Katzoff  
· Archivist/Ms. Cagno Ota Maiko  
· Intern/Oya Atsuko



## Consideration

### • C.V. Starr East Asian Library

For the "Finding Aid" organization, we have to respect the original category ("original order").

### • Principle1 :

**Keep the original order to preserve the context**

### • principle2 :

When we need to break the original order, **keep the record where the item was originally found.**

## Series of "Finding Aid" 2

(Related with archival materials)

- Critic Files (批評家)
- Director Files (監督)
- East Asian (Pre-,post-War/満映資料、台湾・香港映画)
- Makino Mamoru Personal Papers (牧野守氏関連原稿・書類)
- Okinawan Cinema (占領下沖縄映画関連)
- Other Film Individuals Files (俳優・その他スタッフ)
- Post-War Movie Pamphlets
- Scenarios (シナリオ)
- Studio Files (映画会社)
- Subject Files (文献学関連、制作資料関連、地方興行史)
- Western (Pre-,post-War /ソ連・マリリンモンロー・チャップリン)

## Confidential papers of film company

- Materials were once belonged to Iwamoto Ichiro who was the head of general affairs in main office of Toho.
- Papers and booklets about film making or labor dispute in 1946 to 1948.



• 'Kurabu Nyu-su', 1933



• 'Budget list of "Uwasa no Musume"', 1935

## Hand writing manuscripts



• '郷間を出てて', 1924



[Shooting scenario & First draft ?]  
• '無明の愛', 1924



## Summarization

[About Makino Collection]

- We could find some valuable non-film materials

[The way of arrangement]

- Many museums and institutions in Japan try to publish information about their collections on the web. But, the problems with copyrights, the rights of portraits and the lack of unity in format still exist.
- Columbia University)

Archivists arrange their collection in their standardized format for access on the web. And they provide information to researchers by using the library search system "CLIO"

## Image database for scenarios

[Value of the materials]

- Many films were lost in pre-war(1900s~1940s)
- Handwriting
- Private or original film studio's records

[From the preservation point of view]

- Written by pencil or pen
- Almost all handwritten scenarios are not bound like a book.

[Necessity for database with images]

- There are database specialists and web developers at Columbia University, but the East Asian Library has not planned a digitization project for this collection

## Creation of categories for image database

Material ID	Publish year
Picture ID	Class of draft
Series name of Finding	Classification
C.V. Starr Box number	The number of papers
Scenario Title	The number of letters
Scenario sub title	Class of writing paper
Production	actors
Distribution	staffs
Director	Class of printing
Scenario writer	Class of papers
Distribution year	Remarks

## Conclusion

[Archival Collection]

- State the contents, context and location of materials.

[Digital Archive]

- Necessity of clear understanding of materials in the collection.
- Understanding of materials at every level of description.