

ANNUAL REPORT

beginning of financial year: 01.06.2016

end of the financial year: 31.05.2017

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REPORT OF MANAGEMENT BOARD

Introduction.

Baltic Audiovisual Archival Council is an independent non-profit organization, founded as a voluntary association of juridical and natural persons, with a goal to foster cooperation between public and private archives, broadcasting and TV archives, libraries and museums that possess collections of audiovisual materials about the Baltic States, Scandinavian countries and the worldwide Baltic diaspora. The Council commits itself to reviewing and assuring the maintenance of these historically valuable collections.

BAAC has been working on the specific objects of the organization which are as follows: provide a regular means of exchanging information, ideas and assistance; encourage public awareness and interest in the preservation and use of moving images as an important educational, historical, and cultural resource; support the educational and professional development of moving image archivists, librarians and documentalists; stimulate and facilitate research on archival matters affecting moving images; conduct regional seminars, conferences and workshops.

1. Activities (seminars, meetings, other).

Board meeting No. 24, at "BC12" Business Centre, J.Jasinskio str. 10, Vilnius, Lithuania.

1 November, 2016

Present:

Board Members: Maria Mang, Estonian Film Museum (President); Zane Grosa, National Library of Latvia (Vice-President); Juozas Markauskas, DIZI, Lithuania (Vice-President); Annika Räim, Art Museum of Estonia (Secretary-Treasurer); Tedd Urnes, TAAM, Norway; Jolè Stimbirytė, Lithuanian Central State Archive; Erkki Nurmi, Sibelius Academy Library, Finland; Gatis Karlsons, Latvian State Archive.

Minutes: Annika Räim

BAAC Annual Conference “Audiovisual Heritage and People: Connecting, Curating, Sharing”, Vilnius, Lithuania. 2-3 November, 2016

The conference was organised jointly with partners from Lithuanian Central State Archive and Lithuanian Archivists’ Association at the Arts Printing House in the centre of Vilnius. 42 registered participants from 11 countries took part in the conference; countries with most registered participants were Estonia with 14, and Latvia with 10 participants. This year's conference was also closely related to the Europeana Sounds project, which held its second international conference, “Unlocking Sound Collections”, on the following day, November 4th at the Vilnius University. There were 18 presentations covering the topics from the preservation of sound collections to copyright issues.

**BAAC General Meeting 2016 at the Arts Printing House, Vilnius Lithuania.
3 November, 2016.**

Present:

16 individual members and 9 institutional members.

Maria Mang presented the BAAC Annual Report of 2015/2016.

Annika Räm presented the Financial Report for the period of 2015/2016.

Lelde Neimane gave the report of the Audit Panel.

All reports were approved with no changes or comments.

Zane Grosa led the election of the new Audit Panel. The proposed candidates were: Piret Noorhani, Lelde Neimane, Eha Väinsalu. Presented candidates were elected unanimously to the Audit Panel.

Maria Mang introduced the plan to hold the next BAAC Annual Conference in Warsaw, Poland.

Agata Kolacz from Polish National Audiovisual Institute gave a short introduction about the venue in Warsaw for BAAC Annual Conference in 2017.

**Board meeting No. 25, at Narodowy Instytut Audiowizualny, Warsaw, Poland.
20 April, 2017.**

Present:

Board members: Maria Mang (President, Estonian Film Museum), Zane Grosa (Vice-president, National Library of Latvia); Juozas Markauskas, (Vice-president, DIZI, Lithuania); Erkki Nurmi (University of the Arts Helsinki Library), Tedd Urnes (TAAM, Norway), Annika Räm (Secretary-treasurer, Estonian Art Museum, Estonia) via "Skype";

Guests: Agata Kolacz, Agnieszka Słomska, Filip Kwiatek, Anna Litwińska (all Narodowy Instytut Audiowizualny)

Minutes: Zane Grosa

At this meeting the decision was made about the venue of the 2017 conference in Warsaw, topics in connection with the conference and ideas about sponsorship were discussed.

**BAAC Photo Conservation Workshop, hosted by the Lithuanian Central State Archive.
20-21 June, 2016.**

Organised by the Baltic Audiovisual Archival Council (BAAC), together with the Archivists' Association and Lithuanian Central State Archive. Workshop was led by well-known specialist Professor Bertrand Lavédrine from France. The workshop was partially financed by the Lithuanian Culture Council. The main goals of the workshop were to introduce specialists from memory institutions to actual and practical decisions and practices concerning photographic handling, preservation and access; to contribute to the safeguarding of Lithuanian photographic heritage; to strengthen relations among the international photography specialist community, while making it possible to share experiences. According to the workshop's organizers, all tasks of the workshop were successfully fulfilled. 15 professionals from Lithuania, Estonia and Latvia took part of the workshop.

2. Members.

BAAC currently has 32 individual and honorary members: Lars-Gunnar Bengtsson (honorary member, Sweden), Pekka Gronow (Finnish Institute of Recorded Sound), Zane Grosa (National Library of Latvia), Darren Ingram (Curator, Music Library Finland), Gunnel Jönsson (Sveriges Radio Förvaltnings AB, Sweden); David Jacobs (Hoover Institution Archives, Stanford University, USA), Gatis Karlsons (Latvian Society of Archivists, Latvian state archives), Eevi Kärddla (Tartu City Museum, Estonia), Andris Kēsteris (honorary member, Library and Archives Canada), Marika Koha (National Library of Estonia), Jonas Korys (Lithuanian Radio and Television), Petr Kříž (Ateliery Bonton Zlín a.s, Czech Republic), Elena Brodie Kusa (Archival consultant, New York), Tarja Lehtinen (National Library of Finland), Maria Mang (Estonian Film Museum), Juozas Markauskas (Dizi, Lithuania), Helga Merits (journalist, filmmaker, Netherlands), Lelde Neimane (Occupation Museum of Latvia), Lasse Nilsson (honorary member, Sweden), Piret Noorhani (Estonian National Museum), Erkki Nurmi (University of the Arts Helsinki Library, Finland), Hembo Pagi (Archaeovision, Estonia), Linda Pleša (National Archives of Latvia), Vahur Puik (Tallinn University), Annika Räim (Art Museum of Estonia), Maarja Savan (Estonian Literary Museum), Kadi Sikka (Film Archives of the National Archives of Estonia), Ivi Tomingas (Estonian Filmarchives), Jolė Stimbirytė (Lithuanian Central State Archive), Tedd Urnes (honorary member, Teddview Audiovisual Archival Management, Norway), Eha Väinsalu (Estonian National Broadcasting Corporation), Inga Vilcāne (Ernst & Young Baltic, SIA, Latvia).

BAAC has 13 institutional members: Norwegian Broadcasting Corporation, Estonian Literary Museum, Yleisradio OY (Finland), Occupation Museum Association of Latvia, Estonian National Broadcasting Corporation, Art Museum of Estonia, The National Archives of Estonia, Wiseman Interactiv OÜ (Estonia), National Polish Audiovisual Institute, Sibelius Academy Library (Finland), The National Archives of Latvia, The National Library of Latvia, The National Library of Finland.

BAAC board members work without pay. Their work is a voluntary contribution to the development of the organization and meeting of its main goals.

4. Objectives for the year 2017/2018.

The main aims for the next year are as follows: conduct an annual conference and local seminars and workshops; launch projects to help foster the education and training of archivists; provide a regular means of exchanging information, ideas and assistance; foster cooperation among memory institutions; seek financial support and project grants for carrying out the planned events.

Maria Mang, President..... 03.10.2017

The annual accounts

Statement of financial position

(In Euros)

	31.05.2017	31.05.2016	Note
Assets			
Current assets			
Cash and cash equivalents	18 965	17 781	2
Receivables and prepayments	80	1 400	3
Total current assets	19 045	19 181	
Total assets	19 045	19 181	
Liabilities and net assets			
Liabilities			
Current liabilities			
Payables and prepayments	0	230	5
Total current liabilities	0	230	
Total liabilities	0	230	
Net assets			
Accumulated surpluses (deficits) from previous periods	18 951	19 147	
Surplus (deficit) for the period	94	-196	
Total net assets	19 045	18 951	
Total liabilities and net assets	19 045	19 181	

Statement of revenues and expenses

(In Euros)

	01.06.2016 - 31.05.2017	01.06.2015 - 31.05.2016	Note
Revenue			
Fees received from members	2 510	3 350	
Grants and donations	0	1 740	6
Other income	2 041	2 075	7
Total revenue	4 551	7 165	
Expenses			
Other operating expense	-4 457	-7 361	8
Total expenses	-4 457	-7 361	
Surplus (deficit) from operating activities	94	-196	
Net surplus (deficit) for the period	94	-196	

Statement of cash flows

(In Euros)

	01.06.2016 - 31.05.2017	01.06.2015 - 31.05.2016	Note
Cash flows from operating activities			
Surplus (deficit) from operating activities	94	-196	
Adjustments for operating receivables and prepayments	1 320	-1 030	3
Adjustments for operating liabilities and prepayments	-230	170	5
Total cash flows from operating activities	1 184	-1 056	
Total cash flows	1 184	-1 056	
Cash and cash equivalents at beginning of period	17 781	18 837	
Change in cash and cash equivalents	1 184	-1 056	
Cash and cash equivalents at end of period	18 965	17 781	2

Statement of changes in net assets

(In Euros)

	Total net assets	
	Accumulated surpluses deficits from previous period	
31.05.2015	19 147	19 147
Net surplus (deficit) for the period	-196	-196
31.05.2016	18 951	18 951
Net surplus (deficit) for the period	94	94
31.05.2017	19 045	19 045

Notes

Note 1 Accounting policies

Arvestuspõhimõtted

Note 2 Cash and cash equivalents

(In Euros)

	31.05.2017	31.05.2016
Swedbank EUR	17 251	16 354
Swedbank DKK	314	314
PayPal EUR	1 073	889
Cash	327	224
Total cash and cash equivalents	18 965	17 781

Note 3 Receivables and prepayments

(In Euros)

	31.05.2017	Within 12 months	Note
Accounts receivable	80	80	4
Accounts receivables	320	320	
Allowance for doubtful receivables	-240	-240	
Total receivables and prepayments	80	80	
	31.05.2016	Within 12 months	Note
Accounts receivable	900	900	4
Accounts receivables	1 690	1 690	
Allowance for doubtful receivables	-790	-790	
Prepayments	500	500	
Deferred expenses	500	500	
Total receivables and prepayments	1 400	1 400	

Note 4 Accounts receivable

(In Euros)

	31.05.2017	31.05.2016
Accounts receivables	320	1 690
Unpaid membership fees	270	1 600
Unpaid invoices	50	90
Allowance for doubtful receivables	-240	-790
Total accounts receivable	80	900
Allowance for doubtful receivables		
Allowance for doubtful receivables at beginning of period	-790	-520
Decrease in allowance for doubtful receivables	20	20
Increase in allowance for doubtful receivables	-880	-290
Irrevocable receivables	1 410	0
Allowance for doubtful receivables at end of period	-240	-790

Note 5 Payables and prepayments

(In Euros)

	31.05.2017	Within 12 months
	31.05.2016	Within 12 months
Prepayments received	230	230
Deferred income	230	230
Total payables and prepayments	230	230

Note 6 Grants and donations

(In Euros)

	01.06.2016 - 31.05.2017	01.06.2015 - 31.05.2016
Grants and donations related to income	0	1 720
Grants and donations not intended for specific intention	0	20
Total grants and donations	0	1 740
Provision from state budget	0	720
Provision from juridical person	0	1 000
Provision from private person	0	20

Monetary and non-monetary grants and donations		
	01.06.2016 - 31.05.2017	01.06.2015 - 31.05.2016
Monetary grant	0	1 740
Total grants and donations	0	1 740

Note 7 Other income

(In Euros)

	01.06.2016 - 31.05.2017	01.06.2015 - 31.05.2016
Participation fees	1 590	2 075
Compensation of transport cost	320	0
Other	131	0
Total other operating income	2 041	2 075

Note 8 Miscellaneous operating expenses

(In Euros)

	01.06.2016 - 31.05.2017	01.06.2015 - 31.05.2016
Miscellaneous office expenses	-15	-10
Travel expense	-1 118	-891
Training expense	0	-150
Allowance for doubtful receivables	-860	-270
Organising events	-1 457	-5 431
Bank costs	-32	-75
Accountancy service	-499	-499
IT related costs	-320	-21
Other	-156	-14
Total miscellaneous operating expenses	-4 457	-7 361

Note 9 Related parties

(In Euros)

Number of members by the end of economic year		
	31.05.2017	31.05.2016
Number of private person members	32	33
Number of juridical person members	13	14

Related party balances according to groups

	31.05.2017		31.05.2016	
	Receivables	Liabilities	Receivables	Liabilities
Founders and members	320	0	1 600	40

Purchases and sales

	01.06.2016 - 31.05.2017	01.06.2015 - 31.05.2016
	Sales	Sales
	2 510	3 350
	375	860

