



InterPARES 2 Project

International Research on Permanent Authentic Records in Electronic Systems

Areas That Should Be Covered Validated

Case Study 01: Arbo Cyber, théâtre (?)

Heather Daly, UBC
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Creator of the Fonds		
TOPIC	SPECIFICS	SOURCE
Name	Arbo Cyber théâtre (?)	FR, pg. 1
Location	Québec City, Québec, Canada	FR, pg. 1
Origins	1985 by four partners, Robert Faguy, Lucie Fradet, Gilles Artaud and François Bibaud. Between 1985 and 2001, approximately 25 productions were created, involving performing arts, visual arts, and media arts. The group also produced laboratories and workshops. Although the group's public activities ceased in 2001, two partners continue to work on a Web site.	FR, pg. 1, 11-12
Legal Status	Established in 1985, the group was incorporated as a not-for-profit in November 1986 under la loi des compagnies (C38 Québec). To qualify, the group must report annually to the government. The group later modified its legal status to become a charity to enable the receipt of donations. Charitable status was revoked in August, 2004.	FR, pg. 11, 12 Rev. Can. Web site
Legislation	The following legislation applies: <ul style="list-style-type: none">• La loi des compagnies (C38 Québec)• Loi de l'impôt sur le revenu (L.R.C. (1985), ch. 1 (5e suppl.))• Loi sur les normes du travail (Québec) (L.R.Q. N-1.1)• Code du travail (Québec) (L.R.Q., c. C-27)• Loi sur le statut professionnel et les conditions d'engagement des artistes de la scène, du disque et du cinéma (L.R.Q., c. S-32.1)• Loi concernant le statut de l'artiste et régissant les relations professionnelles entre artistes et producteurs au Canada (1992, ch.33)• Loi sur le droit d'auteur (L.R. 1985, ch. C-42 Canada)• Loi sur la Bibliothèque nationale du Québec¹³ (L.R.Q. B-2.1)• Règlement sur le dépôt des documents publiés (c. B-2.1, r. 0.1)• Loi sur la Bibliothèque et les Archives du Canada (2004, ch. 11)• Règlement sur l'envoi de documents à la bibliothèque nationale ¹⁴ (1995 DORS/95-199)"	FR, pg. 14

Norms	Arbo worked with other companies, such as Obscure, the Medusa Complex, and In Vitro (Recto-Verso Pluramuses et Arbo). It is a member of ACT (Association des compagnies de théâtre), UDA (Union des artistes) and the Conseil québécois du theater. Arbo is considered by UDA to be a theatre group; the <i>Ludosynthèse</i> falls outside this definition.	FR, pg. 11 FR, pg. 13
Funding	Funding for the group is provided by the following. Reporting obligations are attached to grants: <ul style="list-style-type: none"> • Ministère des affaires culturelles, Ministère de la culture et des communications (Conseil des arts et des lettres) • Conseil des arts du Canada • Ville de Québec (Entente entre la Ville de Québec et le Ministère de la culture et des communications) • Programmes d'emplois (fédéraux et provinciaux) In addition, funding is received from: <ul style="list-style-type: none"> • Actions/SIMUL (dons) • Les P'tits cochons (dons) • La vente de billets de spectacle 	FR, pg. 13
Resources	In early years, Arbo shared office space with two other groups, Obscure, and the Medusa Complex. Today, the two remaining members work on the group's material out of their home.	Martine Cardin
Governance	Before ceasing its public activities, the group had an administrative council and a production team. Until becoming a charitable organization, the council consisted of four members; afterwards, five members governed the group. A new team was brought together for each performance; the structure of the group was flexible, depending on needs. After public activities had ceased, only Robert Faguy and Lucie Fradet remained. The two make all decisions regarding the continuing activities of Arbo.	FR, pg. 11
Mandate	The mandate was determined in 1986. Arbo exists to combine the multidisciplinary theatre styles, research and art, while allowing the audience to fully interact with the performance.	FR, pg. 11
Philosophy	The philosophy is that any performance must allow the audience to fully participate. Audience members should be given the ability to make choices within the performance. Through this interaction, the performance will transform both the performers and the audience.	FR, pg. 11
Mission	<ul style="list-style-type: none"> • To gather people interested in undertaking research relating to elements of theatrical practice, from a multidisciplinary point of view • To promote the production and the public presentation of works resulting from this research • To offer workshops in the respect of the existing laws • To publish documents related to the groups' work from both the critical and theoretical points of view 	FR, pg. 11
Functions	<ul style="list-style-type: none"> • Administration • Research • Performance • Publication Functions are detailed in the Final Report, pages 15-20.	FR, pg. 11-12 FR, pg. 15-20
Recognitions	Information not available.	

Activities Resulting in Document Creation

Administrative and Managerial Framework

TOPIC	SPECIFICS	SOURCE
General Description	Administration is not considered to be a core function of the group. The group considers administration to be a “necessary evil.” For the group, administration relates to the obligations of the group to engage funding, to report to government, to manage productions, and to manage personnel. The <i>Ludosynthèse</i> is now the only remaining activity of the group.	FR, pg. 19
Type of activities	Administrative activities include: <ul style="list-style-type: none"> • Dealing with financing • Submitting reports to government • Keeping the books • Promotion and advertising • Directing productions • Managing personnel These activities continue in many ways through the <i>Ludosynthèse</i> . Not all administrative activities continue: the charitable status of the group was revoked in 2004, however, due to not meeting income tax filing requirements.	FR, pg. 15 Rev. Can. Web site
Documents resulting from activities	Main categories of documents: governmental reports; advertising and promotion materials; budgets with design notes and documentation on other organizations or exchanged with other organizations. In addition, documents relating to financial and personnel matters are kept.	FR, pg. 21-23
Existence of a RM and/or archives program	No formal records management or archival program exists. The remaining group members' first step in the creation of the <i>Ludosynthèse</i> was to organize the group's fonds.	FR, pg. 4
Individuals responsible for preservation	The two remaining partners, Robert Faguy and Lucie Fradet, make all decisions regarding the preservation of materials.	Inferred
Existence of preservation strategies	All materials are kept by Faguy and Fradet. These materials have been appraised, and if felt to be important, have been incorporated into the <i>Ludosynthèse</i> .	FR, pg. 4
Legal Requirements and Constraints	During the public performance stage of the group, all relevant laws applied to the administration of the group. Since the group has ceased public performances, only copyright and privacy laws remain relevant.	Inferred
Normative Requirements and Constraints	During the public performance stage of the group, all relevant norms applied to the administration of the group, such as the UDA's requirements for theatrical groups. Since the group has ceased public performances, few normative requirements apply to the administrative activities.	Inferred
Technological Requirements and Constraints	Not applicable in terms of the administrative activities.	Martine Cardin

Digital entity being studied

General Description	Interactive and dynamic FLASH Web site, <i>Ludosynthèse</i> . Originally intended as a CD-ROM, then a DVD-ROM, technical issues led to the creation of the Web site. It has four modules: basic, chronological, systemic, and ludic. The purpose of the site is to maintain the memory of the group, while allowing for audience interaction to continue.	FR, pg. 1-4
Type of activities	Basic module: Introduction to the site and the group. Chronological: presents in a time-line the activities of the group, including video extracts and other material from the productions. Systemic: systematically presents the research of the group, showing audience members how the research informed the productions; Ludic: allows audience members to interact with the material to produce new performances.	FR, pg. 2-3
Documents resulting from activities	For the <i>Ludosynthèse</i> , older material produced by the group is digitized. The digitized material is new documents produced in the act of creating the <i>Ludosynthèse</i> . Additionally, audience members can create a new performance in the Ludic section. These members can submit their creations to a database for other audience members to view.	Martine Cardin
Existence of preservation strategies	No processes are used to routinely capture the <i>Ludosynthèse</i> .	FR, pg. 46
Legal Requirements and Constraints	During the public performance stage of the group, all relevant laws applied to the administration of the group. Since the group has ceased public performances, only copyright and privacy laws remain relevant.	Inferred
Normative Requirements and Constraints	During the public performance stage of the group, all relevant norms applied to the administration of the group, such as the UDA's requirements for theatrical groups. Since the group has ceased public performances, few normative requirements apply to the administrative activities.	Inferred
Technological Requirements and Constraints	<p>Two computers are used; one exclusively for digitization, and one for all other aspects of creation. Operating system: MAC OS 9.1. The process of creation of the <i>Ludosynthèse</i> is detailed on pages 30 to 33.</p> <p>Ten technological pieces contributed to the development of <i>Ludosynthèse</i>:</p> <ol style="list-style-type: none"> 1. Databases: made in Filemaker (Apple) (not incorporated) 2. Text: doc (Word), pdf 3. Numerical Photographs: Adobe Photoshop 4. Sound files 5. Video: Final Cut (Apple) 6. Plans: Adobe Illustrator, Macromedia Fireworks 7. Games: Macromedia Director 8. Program Files: Macromedia Flash and Shockwave 9. html pages: Macromedia Dreamweaver 10. Tables: Excel (not incorporated) <p>Strict nomenclature is used to identify files. Organization of the site is operationalized through the nomenclature.</p> <p>The use of "up-to-date" technology may have led the creators to think that they do not have to worry about preserving the Web site, but rather, only about their older analogical records.</p>	<p>FR, pg. 29 FR, pg. 30-33</p> <p>FR, pg. 25-26</p> <p>FR, pg. 28</p> <p>FR, pg. 20, 41</p>