

**Courtauld Institute of Art Research Forum/Kunsthistorisches Institut in Florenz
Photo Archives and the Photographic Memory of Art History
Workshop (15 June 2009)**

Photo Library Survey

Library: Photo Library (Photothek) of the Kunsthistorisches Institut in Florenz

Location: Kunsthistorisches Institut in Florenz – Max-Planck-Institut, Via Giuseppe Giusti 44, 50121 Firenze

Website: www.khi.fi.it

Head of Photo Library: Dr. Costanza Caraffa

Founding of the host institution: 1897

Founding of the Photo Library: 1897

Status (public/private/other): Institute of the Max Planck Society, by public financing and private maintenance

Number of employees and their roles: 15 (among them 3 scientific collaborators, 3 junior scientific collaborators, 1 documentation officer, 1 technical photographer, 2 trainees)

Photographers: all of them external, on contract basis, commissioned with campaigns that relate to their area of specialisation

IT support: there is a general IT support at the Institute, but there is no coordinator for IT projects

IT providers: there are 3 different providers, one for the cataloguing system HiDA, one working for the Digital Photo Library and another one for the online exhibitions (see below)

Legal consultancy for copyright and licensing (yes/no; what source): yes (Studio Legale Tosetto & Weigmann, Avv. Carlo Eligio Mezzetti)

Archive Holdings

Number of photographic prints: nearly 600,000

Number of negatives: about 40,000 (including the negatives of our photographic campaigns as well as the negatives purchased from campaigns or archives of external photographers)

Number of digital images: about 33,000 (including digitalized negatives, the digital photographs from our own photographic campaigns, as well as digital pictures that have been purchased)

Technical characteristics of the digital images (after post-processing): format TIF, size 20/60 MB

Used storage space: 5 TB

Acquisitions (sources and types, i.e. digital or photographs): c. 6000 pictures/year, prints/negatives and digital

Catalogue: card index (topographical, iconographical, artists), database since 1993 (see below)

Photographic campaigns: concentrated on rarely documented and hardly accessible works of art (villas and private palaces in Florence and vicinity, urban centres of Tuscany and central Italy)

Acquisitions policy: the rise of digital photography has changed our strategies of acquisition; acquisitions now concentrate on photographic collections that can also be made accessible online. We purchase collections and campaigns only with exclusive or shared copyright (this also applies to prints with corresponding negatives that are subsequently digitalized)

The Photographic Archive in the Digital Era

Digital catalogue: since 1993

Database and catalogue system: HiDA/MIDAS (HiDA is a software owned and distributed by startex, MIDAS is a cataloguing system for works of art developed by Bildarchiv Foto Marburg)

Partnerships: Arbeitskreis Kunsthistorischer Bildarchive und Fototheken, in collaboration with Bildarchiv Foto Marburg

Photographs currently entered in the database: about 143,000

Internet presence: Digital Photo Library (<http://www.khi.fotothek.org>)

Technical support: system APS of Stegmann Systems, used also by Bildarchiv Foto Marburg, a licensed software allowing users to consult images online and free of charge (not open source, but open access)

Images available online: about 33.000

Access: open access guaranteed for all pictures, according to the policy of the Max Planck Society (<http://oa.mpg.de/openaccess-berlin/berlindeclaration.html>)

Digital photo campaigns: since 2005, digital photo campaigns are realized with professional digital equipment in high resolution (rail unit Sinar, digital back Sinarback 54 H with 22 million pixels resolution)

Long-term Archive for digital data: long-term archiving of data at GWDG, computing and competence centre for the University Göttingen and the Max Planck Society

Workflow: in the last years, the Photothek focussed on the regulation of an efficient and rational workflow regarding the management of the cataloguing and digitalizing process of the photographs. An internal database optimizes the workflow.

Other digitalization projects: continuing digitalization of negatives preserved in our archive, as well as the negatives of the new acquisitions and the historical photographs made before 1900 (Cimelia Photographica: see <http://expo.khi.fi.it/gallery/cimelia-photographica/greetings/>)

Other related digital projects: since 2006, online exhibitions present to the public new campaigns, special collections and projects of the Photothek (<http://expo.khi.fi.it>); CENOBIUM – A Project for the Multimedia Representation of Romanesque Cloister Capitals in the Mediterranean Region (<http://cenobium.isti.cnr.it/>)