1989 —— a new year and one 10th anniversary. After a decade of achievement & growth, we are now facing a new & exciting period of change at Cinema of Women.

Up until now our structure has been fairly informal, and has developed over the years from a voluntary collective to what was effectively a workers cooperative. As the number of permanent staff reduces we feel that we need to introduce a more formal structure — to ensure that we remain accountable to the communities which fund us, and representative of the broad cross-section of women who both make, consume, the films & videos we distribute.

The structure that we envisage will look something like this:

**Advisory Committee**
Consisting of between 15 – 20 women / meeting quarterly to determine the overall direction & major projects of CofW. All groups will be elected or ratified by the advisory committee, which will at all times be composed of more than 50% to 60% Third World women. Those groups will represent a broad & balanced range of women, and on the board, to include women from other traditionally under-represented groups.

**Board of Directors / Council of Management:**
Approx 6 women, elected from the & by the Advisory C & all a range of skills, knowledge & experience (including film/video, marketing, fundraising, etc.). This Board / council will serve for 2 years. The board is charged with the screening & support & for the finance; for personnel support, etc.
Each of the subgroups will be serviced by one of the 20+ women & men offered by a member of the Board of Directors/Board of Management.

We realize that involvement in committees is time-consuming and often quite routine & we're aware that most of you are already over-committed. We're approaching you because of the particular expertise & perspective that you'll bring — that is vital to Cinema of Women.

We feel it important that we offer involvement geared to your own timetable & needs. Some of you may only be able to attend quarterly meetings, others may be involved in the more day to day chores, e.g. material, etc. What's important is that whatever time you can give helps to guarantee a strong Cinema of Women's future independent.

In addition, the whole film/video distribution industry is facing new possibilities at present with ideas of merging women's organizations. We know the Cinema of Women to be taking the initiative in conjunction with other groups, coming up with its own plan of action for the future. Questions around are — do we see the sector
shrink as funding is gradually cut back? Would we like to be part of a multi-women's media project centre which combines women's cinema, video, film studies for women and distribution & promotion projects? Should C.O.W. and the women's media project campaign together for increased resources instead of just accepting cuts as a fact of economic life? And what about our purchasing a distribution practice for 85-90. At present we are deliberately seeking out films by African Black & Third World women. Are there other under-represented groups which we should be promoting in addition?

We're proposing to arrange a first meeting early in the new year - on Wed 25th Jan at

[Address] 52-54 Featherstone St, EC

(at Old St tube) at 6.00 pm - to talk through some of these questions in more detail, hear your views and hopefully agree an advisory group a Board of Directors by Feb/March at the latest. Enclosed is a list of those women we've approached.

The tenth anniversary will see us facing an exciting & challenging time at Cinema of Women and we'd like you to be a part of it.

So we'll look forward to seeing you on Wed 25th Jan at 6.00 pm - (refreshments provided)

Name __________ Organization __________

Tel No. __________

Karen __________
1. I would like to attend the meeting on 25th Jan

2. I can attend in Jan. But would like to be involved in the advisory committee.

3. I am particularly interested in having skills to offer the screening and group support. The financial funding gap is the personal and group gap. All these gaps are.

4. I would like to be nominated as a director.

5. I will need childcare facilities for childcare expenses.

6. Any other needs

Return by Jan 14th at the latest.

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Nina—Can you ensure that the team staff is all together at the bottom of the last page. Try to get it all on 3 pages if possible.