

THE AMERICAN LIBRARY IN PARIS, INC.
10 RUE DU GENERAL CAMOU
75007 PARIS

ANNUAL REPORT FOR 1973

THE AMERICAN LIBRARY IN PARIS
Report of the Trustees for 1973

At the time of our last Annual Meeting, Miss Christina de Liagre, who was then the Library's Director of Public Relations, was conducting an active appeal in the United States for the necessary funding of the Library's proposed relocation to Reid Hall. With a letter from Mr. Douglas Dillon who had agreed to serve as Honorary Chairman of the drive, Miss de Liagre approached six major foundations and twenty-five smaller ones which were selected for their past interest in international affairs and cultural relations. She also contacted some fifty American business firms with subsidiaries in France.

After five months of intensive testing of foundation and corporate interest, Miss de Liagre was forced to conclude that the principal sources of support in America were facing too many national and urban problems to consider assisting programs abroad. The instability of exchange rates and the uncertain condition of financial markets had increased reluctance in both the public and private sectors in becoming involved with activities overseas. This applied particularly to countries like France which was no longer viewed by Americans as a poor step-child, but rather as an economic equal and competitor.

Disappointing as it was to be presented with these findings, the Library will always be grateful to Miss de Liagre for her perseverance in exhausting all possibilities of foundation support. The only alternative was to eliminate certain Library services and to curtail others, so that expenses could be covered by attainable revenues. In drawing up a retrenchment program and timetable, the Librarians received invaluable assistance and advice from Mr. Robert Swift and his associates at McKinsey & Company. Thanks to their professional help with many phases of the administrative and financial aspects of the operation, it was implemented smoothly and efficiently and started to reflect cost savings before the end of the year.

To offset a rising deficit which amounted to over \$43,000 last June, the Trustees applied to the Morgan Guaranty Trust Company for a loan not to exceed the equivalent of \$60,000. This was repaid with interest in November, upon receipt of the Library's share of the residue of the Kemp Benevolent Fund which amounted to more than \$92,000. In accordance with the terms governing acceptance of this bequest, the Library took over the payment of monthly annuities to two pensioners of the Fund, totaling \$3,600 a year.

Retrenchment made it impossible for the Library to continue staffing the Dillon Wing. Pending rental of the space to a commercial tenant, the American College used it as a lecture and study hall. During the past few months, the College has proposed a closer affiliation with the Library than the present contractual relationship. While appreciating this suggestion, the Trustees feel that it would be premature to enter into even a tentative discussion of the matter until the future of the Library can be more clearly determined.

In November, Monsieur Barthélemy succeeded in finding an ideal tenant for the rue Monttessuy premises in the form of Creusot-Loire Entreprises, a metalurgical firm with offices next door. A two-year lease was signed with the company in December, for the rental of 350 square metres at an annual fee of 123,000

francs, plus a pro-rated share of the Library's yearly expenditures for utilities and other building charges. Mr. Douglas Dillon fully approved the temporary leasing of this space in order to improve the Library's financial position. The Library is deeply indebted to Monsieur Bathélemy for his effective handling of the rental arrangements and to the Librarians, for their efficiency in dismantling and reshelving some 10,000 books and magazines. The staff cooperated with the evacuation proceedings with the same willingness which they have shown in every step of the implementation of the retrenchment program.

Fully realizing that economy measures alone would not assure a balanced budget, the Trustees have worked vigorously to swell the Library's revenues. They approved an increase in subscription rates and limited membership privileges to donors who contribute \$100 or more in a calendar year.

In October, Miss Olivia de Havilland agreed to serve on the Board. She volunteered to solicit contributions for the Library from some 200 wealthy people in America. A number responded with gifts totaling over \$10,000. Miss de Havilland is now working on a plan to supplement the budgeted acquisitions program by asking friends of the Library to donate one or more specific books. Each offering would be personalized with a book-plate bearing the donor's name.

Miss de Havilland has also been instrumental in enlisting the interest of Mr. Shepard Stone, foundation executive and President of the International Association for Cultural Freedom. With his encouragement, the Trustees have applied to the National Endowment for the Humanities for assistance with a project to mark the Bi-Centennial of the United States in 1976. It would be a major effort to develop and round out the American Studies Collections. For its realization, the Library would pledge \$15,000 of its own funds in return for a grant of \$20,000 from the National Endowment.

Last year's annual appeals in France and the United States brought in a good response totaling \$68,000, but corporate gifts continued to be disproportionately low. This is an area which is being cultivated by Mr. Donald Coster who came to the Library last September to assist with fund-raising and promotion. During the past six months, Mr. Coster has called on a number of business firms, some of which had made previous modest gifts and some of which had never contributed. As a start, he has raised \$2,100 from new donors and \$2,660 from former ones.

Mr. Coster has also been helpful with an application for a grant of over \$275,000 from A.I.D. to cover building improvements and auxiliary equipment. He and Mr. Stollenwerck are planning a new brochure for the Library which will be designed free of charge by J. Walter Thompson.

There was no Library benefit in 1973 in the absence of an appropriate attraction. In December, a Sunday afternoon open-house was held featuring a display of new books, a sale of discarded ones, films on the blind, and refreshments. Following the January Trustees' meeting, there was an informal farewell reception for Mrs. Edwin Martin, who has left Paris but is remaining on the

Board. She was presented with a gift of books to express our appreciation of her effective and dedicated service to the Library from 1967 to 1974. A bronze plaque given in memory of Dr. Ian Fraser by Miss Elizabeth Gempp, was unveiled in her presence at a ceremony in February. Miss Gempp has also established a Fraser memorial fund for the purchase of books on American studies.

Mrs. Neil Franzen succeeded Mrs. Martin as Chairman of the Children's Committee and was elected a Trustee in January. The Library is fortunate in having such a capable person to take over the juvenile department which Mrs. Martin developed into one of the most popular sections of the Library.

Another project which continues to be useful and active is the Department for the Blind which is operated at the Library by the Junior Guild in accordance with an agreement renewable annually. The Director, Miss Renée Worrall is proving an able successor to Madame Alain Raoul-Duval whose premature death last July was noted with regret by her many friends and associates. The Library lost two Honorary Trustees in 1973 - Mrs. William Olmsted, for many years our U.S. representative, and Mr. David Clift, retired Executive Director of the American Library Association.

This past year has held many uncertainties and has necessitated some difficult decisions and sacrifices. But at least the Library has been realistic in reducing an over-extended operation to one which can be managed within attainable means. With the budget back in balance, we are in a far stronger position to attract the more substantial financial support which we need to carry on successfully.

This report names only a few of the many who have assisted the Library during the past twelve months in one way or another. Our thanks go to all of them and especially to our Trustees and staff, subscribers and donors, whose loyal support has helped see the Library through its fifty-third year of continuous service.

Respectfully submitted,

Mrs. Johnson Garrett
Chairman

March 25, 1974

THE AMERICAN LIBRARY IN PARIS

Report of the Treasurer

The auditors, Peat, Marwick & Mitchell, have not yet submitted their report for 1973, but we have been assured orally that the Library's accounts are in good shape, and the formal report will be available to the Board of Trustees within a short time.

Contrary to the rather pessimistic forecast as we entered 1973 with a deficit of \$ 13,338.-- in our running expenses, the year has turned out to be more successful than anticipated, and 1974 starts with a carry-over of \$ 61,304.-- This is due largely to several factors: intensification of fund raising, increase in subscription rates, increased revenue from photocopies and last but not least the bequest from the Kemp Benevolent Fund of \$ 92,095.--

Two reports prepared by Messrs Robert Swift and Patrick Amzallag of McKinsey & Co. Inc., - one on June 4, 1973 "An Analysis of the Financial Situation" and the second on February 18, 1974 on "Improving the Utilization of the American Library Financial Resources" have been invaluable in guiding the Library during a period of enforced retrenchment. An unfortunate but necessary cut-back in personnel, elimination of all expenditures for branches and various other steps have realized economies which will be noticeable to an even larger degree in 1974.

The second report of Messrs Swift and Amzallag has called attention to the fact that the Library has kept too large a proportion of its funds in a liquid state, instead of investing them in bonds or securities or placing them on time deposit. Approximately \$ 96,000 as of the end of February 1974 fall in this category. The following measures have been or are being taken to rectify this situation:

- 1) The equivalent in Francs of \$ 31,250.-- has been placed on Time Deposit at Morgan Guaranty Trust Company Paris and will earn about 7% net after taxes.
- 2) The Chairman of the Board has written to Mr. William Braden, former member of the Library Board, who is now with the investment department of Morgan Guaranty Trust Co. in New York to solicit his guidance in placing the remainder held in New York of approximately \$ 65,000.--. On receipt of his reply, which we hope will be affirmative, the Financial Committee will meet and consult with him regarding the placing of new money and revision of present holdings.

For many years it has been customary for two designated members of the Board of Trustees jointly to sign all cheques and payment orders, a procedure which has been cumbersome and often difficult. In order to expedite

the daily work of the Library I should therefore like to propose to the Board the following resolution which would permit Mr. de Roode, the Librarian, to be one of the signatories :

"Resolved that Mr. Clifford de Roode be authorized to sign all cheques up to the amount of \$ 500 or equivalent jointly with one of the members of the Board already empowered to sign."

In closing I should like to thank Messrs de Roode and Goldberg for their cooperation and commend Mme Pelletier on her devoted and excellent care of the Library's accounts.

Respectfully submitted,

John E. Utter
Treasurer

March 25, 1974

ANNUAL MEETING OF THE MEMBERS OF THE AMERICAN LIBRARY
IN PARIS, INC. HELD AT 10 RUE DU GENERAL CAMOU ON MONDAY,
MARCH 25, 1974

LIBRARIAN'S REPORT FOR THE YEAR 1973.

My report is concerned with a review of the daily activities of the Library in Paris during the year 1973. Other facets of this work for the same period are covered in the reports of the Associate Librarian, Mr. Goldberg, and of Mrs. Franzen, Chairman of the Children's Room Committee. A statistical summary of the year's work is appended.

The operations of the Library were affected by the transitional character of the year 1973, a time marked by a moving away from generous, but perhaps too ambitious service goals towards more modest ones consonant with funding possibilities. Inevitably, service to users was reduced and in other cases disrupted temporarily as the redefinition of goals and related organizational and spatial changes went on.

Let us now take a close look at management factors, beginning with the budget, that were modified in the course of the year under review. We began 1973 with an unbalanced budget, with expenditures fixed at \$184,200. and income expected to be no more than \$118,900., leaving a cumulative deficit of \$75,300. The second devaluation of the dollar in February raised expenditures to over \$200,000. and income to \$124,000. with the impending deficit now totalling over \$88,000.

The bi-monthly financial operating results that followed the adoption of the budget served to underline the deteriorating funding situation. It was at this point that Mr. Swift undertook a study of the cost and income structure of the Library. This report entitled Analysis of the Financial Situation was presented to the Board at its meeting on June 4, 1973. This document demonstrated beyond doubt that the cost of service to the different categories of users was rapidly outstripping available funds and that patrons as an aggregate contributed only about 35 % of the monies needed to give them the services rendered. Consequently, Mr. Swift recommended a sharp cut in expenditures to bring them more evenly in line with available funds. Accordingly, I was instructed by the Board to prepare a retrenchment program. At the Board meeting on June 25, 1973 both the retrenchment program and a time table for implementation prepared by Mr. Goldberg and myself in collaboration with Mr. Swift were approved.

The first post-retrenchment financial operating results with a budget improvement of \$27,000. validated the wisdom of the retrenchment program. The year-end financial statement brought the total budget amelioration up to the expected \$37,000. To this reduction of expenditures and added income, was added a stable new revenue through the rental for two years of 350m² of the Dillon Wing to Société Creusot-Loire, a next door neighbor.

Thanks to the fruits of the retrenchment program and intensive fund raising coupled with a timely benefaction the year closed with the budget in balance and a cash surplus.

Moving on to Personnel. A regrettable but unavoidable necessity of the retrenchment program was the layoff of personnel, beginning in mid-summer. Affected were :

1. one full-time reference librarian,
2. one full-time library assistant,
3. one half-time secretary for extension work and branches,
4. one half-time mail aide,
5. one half-time library assistant for circulation.

These dismissals made possible personnel savings of \$ 12,000. in 1973 and future savings totalling \$ 41,000. a year !

In the wake of personnel changes, the Board approved a position classification plan consisting of 7 distinct positions, ranging downward from managing librarian to library assistant grade 1. Simultaneously, the Board fixed the number of lines authorized for each position down to the end of year. As of December 31, 1973 all 12 sanctioned lines were filled, a drop of 6 from the year's high of 18. Remaining to complete the formal organization of personnel are the adoption of salary scales for each position and a set of personnel regulations.

The salaried and wage staff had invaluable help from competent and faithful volunteers throughout the year, especially in circulation and reference work. The importance of volunteers in our present situation is demonstrated by the fact that the assistant librarian for the Children's Room is a capable and hardworking volunteer. Indeed, the entire funding of the Children's Room currently rests on a voluntary effort, since there is no provision for its support in the operating budget !

Frequent staff turnover, but hopefully minor in scope, the Library will always have because of its unfavorable position in the labor market and its limited advancement prospects. However, the deleterious effects of changes in personnel can be kept within bounds by always making certain that operating procedures are simple and that reasonable stability prevails in key supervision. The fact that the Library was able to implement the retrenchment program without too much difficulty can be attributed in part to the presence of these factors of strength, and no small cause for satisfaction was the understanding, support and hard work of the entire staff during these trying months.

Now that the worst is over, care must be exercised more than ever to see that staff equilibrium is not upset by imposing on the Library more burdens than it can bear.

Going on from personnel to patrons, it may be useful, first, to recall the functions of the library as they have recently been redefined:

The modern public library collects the printed and audio-visual materials needed to conduct the individual and group life of its constituency. It organizes and makes accessible its resources to be convenient and easy to use. It interprets and guides the use of materials to enable as many people as possible to apply in their daily lives the record of what is known. Collection; organization and distribution; interpretation and guidance -- lack of any one of these results in sub-standard library service . . . In essence, the public library provides materials and services . . . (American Library Association; Public Library Association. A Strategy for Public Library Change; Proposed Public Library Goals Feasibility Study, p.21) 1972

It was not possible to pursue the retrenchment program without adversely affecting service to users, who, indeed, had little reason to suspect the stark nature of the options open to the Board prior to the reduction of services.

Hardest hit of the patrons were the subscribers to the Extension Service, which had to be eliminated at the outset of the cutback.

Users here in Paris have had their access to the Library since September 1, 1973 reduced from 6 days a week to only 5, along with closing of the Library the entire month of August. Hand in hand with the curtailment of hours went an increase in subscription rates averaging 20 %. These measures were absolutely necessary to maximize the availability of a reduced staff and to bring the share of revenue from subscribers more into line with the soaring cost of living.

Along with the above mentioned hour-and-rate changes went a reduced capacity to give information because of the layoff of the full-time reference librarian. And to these measures can be added the temporary loss of the Library's only quiet reading room with its sorely-needed 50 seats due to its necessary inclusion in the space rented.

What has been the reaction of patrons so far ? Whether because of the prevailing economic climate or general indifference there has been no audible, collective outcry. But covert dissatisfaction there is. It extends from dismay because of the disappearance of that nice man who could always tell the user what good books to read to an irritation over the number of volumes called for that are either out or missing. But if we are looking for concrete evidence of patron dissatisfaction or unawareness of the existence of the Library, we need look no farther than the subscription rolls, which show a steady loss of subscribers over the past year, with the sharpest drop among the students. In one year we lost 717 subscribers, only some 200 of whom belonged to the Extension Service.

This loss of subscribers is a most serious matter. Some defections are inevitable if only because the demands of these users cannot be satisfied without a sizeable and steady increase in funding or by making the subscribers pay virtually the total cost of the service rendered to them. Since either one of these courses is not practicable at this time, we must regretfully resign ourselves to the loss of a portion of the library's old and potential users. On the other hand, it is imperative that subscribers who remain or join get the very best service possible within the limitations imposed by present budget.

To make certain that patrons do get this top-notch service I and the staff have done the following things :

1. attempted to cover the informational and reception gap left by the dismissal of a full-time reference librarian. At this time I would say that this gap is about 70 % covered;
2. made a complete rearrangement of collections to eliminate overcrowded shelves leading to sloppy shelfwork and consequently missing books;
3. put emphasis on regular shelfwork to make certain that books are in the right place most of the time;
4. increased security to cut down on thefts of books. No books and magazines from the stacks are loaned without an identity check;

5. insisted on accurate circulation records;

6. transferred subscribers' records onto notched cards for improved statistical control and processing;

7. and engaged in continuous indoctrination to instill in each staff member the necessity to be always courteous and serviceable to each user.

This stress on good service is not confined to just bona-fide subscribers and members : it is extended as well to non-subscribers for a limited amount of time. Such users may well comprise a quarter of the persons who come to the Library. Others may use the telephone. This, as I see it, is an unavoidable burden as long as the Library is what it is and, no doubt, constitutes a not negligible source of publicity that often leads to new subscribers and friends of the Library.

What of the future ? It is clear that holding on to current subscribers by exploiting to the maximum the present capabilities is only part of the answer in the battle for the survival of the Library. We should be able to accommodate at least several hundred more subscribers without straining available resources. To do this, we need to exploit as yet undiscovered facets of the collections as well as to increase the book budget, specifically :

1. to buy more duplicate copies of important new books,
2. to strengthen existing collections,
3. to replace dog-eared and obsolete volumes of which we have far too many.

The above efforts would be of little avail if they were not coupled with an effort to better promote the library. A first necessity of this advertising campaign would seem to be the use of low-cost publicity items, such as posters, bi-lingual leaflets, acquisitions lists, and a weekly ad in the International Herald Tribune. The use of these materials can be followed by more sophisticated marketing approaches if funding permits. What must be avoided is any publicity that promises more than the Library can deliver or the adoption of programs not really germane to the purposes of the Library or that swamp present funding capabilities.

And last the building. There were no critical problems this year, fortunately.

Waterproofing of the roof over the Junior Guild studio was completed last Spring.

The rental of a portion of the Dillon Wing to Société Creusot-Loire Entreprises required the clearing of 350m² or approximately 1/5 of the library's space in late December of books, periodicals and furniture. Relocated were approximately 10,000 books, magazines and the dismantling or relocation of 421 m of shelving. The occasion was seized to discard unused and obsolete equipment, thus easing the strain on more limited space.

The arduous job of squeezing into less room was greatly facilitated by the efficient rental arrangements made by M. Barthélemy and other members of the Building Committee and the unstinting cooperation of the entire staff. Tying up loose ends is all but complete.

An application for a building permit to reconstruct the roof over some 400m² of the Library in accordance with the terms of the settlement reached with the Library's adversaries in 1970 has been submitted to the building services of the Préfecture de Paris. A decision from the Préfecture is not expected before late spring or early summer.

Painting and new floors for the front hall, the corridor and the reading room remain urgent and should follow the reconstruction of the roof. Other structural changes are equally desirable if funds permit.

In closing I should again like to express my warm thanks and appreciation to the trustees and the staff of the Library for their help and unfailing support in the discharge of the work entrusted to me.

Respectfully submitted,

Clifford H. de Roode

Librarian

REPORT OF THE TECHNICAL SERVICES

The Technical Services, for which the Associate Librarian is responsible, are essentially concerned with the Library's book and periodical collections; their selection, ordering, cataloguing and processing for library use. In addition, to the extent that time permits, we are (or should be) concerned with inventorying the collections, weeding, quality control, and periodic surveys of book needs in specific areas. Furthermore, when the Library receives special book grants, as it did from the American Council of Learned Societies in 1968, or the U.S.I.S. in 1970, or as we hope to get from the National Endowment for the Humanities, the Technical Services are responsible for the purchase of books in conformity with the grant.

The Library now has a book budget of \$12,000 a year, which is spent, roughly, half for periodicals and half for books. In addition, our book endowments yield around \$1,500 a year in interest, which may be spent on books or accumulated. Disposing of less than \$8,000 a year for the acquisition of new books creates certain minor frustrations when one considers that in England and the United States alone 75,000 trade books are published every year. The Library can acquire just about one out of fifty. That makes the problem of choice all the more important. We have to think of the Library's objectives, its stated book selection policy, the reading needs of its highly diversified and sophisticated subscribers, the quality of the books in question and their permanent contribution to the Library's function as a community information center. Using book reviews, publishers' announcements and various specialized media, the Associate Librarian selects around 150 titles every month. Mr. de Roode, members of the staff and the general public also make suggestions.

When the books that have been ordered finally arrive, they get catalogued and processed. Since the elimination of out-of-town service and the reduction of branch work, the Associate Librarian does most of the cataloguing for the main Library. The half-time branch cataloguer has been retained during the past six months with funds remaining from the Nancy grant.

In 1973 we catalogued a total of 4,448 books: 2,946 for the Paris Library and 1,502 for the branches, mainly Nancy. Of the books catalogued for the main Library, 1,206 were acquired by gift and 1,740 by purchase. In some years the number of gifts exceeds the number of purchased books.

In order to reduce the proportion of funds spent for periodicals as compared with books (since the former tend to encroach on the latter due to the rapid increase of subscription prices) we began last year to reduce the number of titles: 23 technical periodicals that are little consulted in this Library were eliminated. This process of trimming down will continue in 1974. The Library presently receives 243 periodicals on subscription.

In spite of the difficulties and limitations of funds, the Library does its best to live up to the old ALA motto: "The right book for the right reader at the right time!"

Harry Goldberg
March 25, 1974

REPORT ON THE BRANCHES

At their meeting of June 4, last year, the trustees voted to eliminate the branches as a financial charge to the Library. The savings amounted to \$15,000: \$6,000 for the purchase of books, periodical subscriptions and various incidental expenses; and \$9,000 for personnel involved directly with branch work.

Though this was an unavoidable decision in the context of the whole re-trenchment program, it was nevertheless desirable to maintain a titular control of the branches and as close a working relationship as these measures would permit. Since the branches constitute the greater number of subscribers within the library system, they greatly increase its scope of activity. This can carry a certain weight in public relations, fund raising and foundation solicitations. Moreover, the universities themselves have asked the Library to maintain its ties with the branches and continue such services as interlibrary loans. The fear of the American Studies departments was that the branches, abandoned by us, would be swallowed up by the university libraries, losing their homes, their personnel and, with that, all autonomy. This could only spell stagnation or gradual disintegration. For that reason the English and American departments were willing to dispense the Library of its financial obligations, and cover all periodical subscriptions and book purchases out of local funds.

Thus, we have been able to maintain all four of our branches, which continue to thrive and grow as integral parts of the library system without any cost of budgeted funds. Whatever incidental expenses there are, are covered out of a special fund of \$1,000, which was donated by a friend of the branches.

The Nancy branch is a case apart. The grant for this new branch was made three years ago, in the spring of 1971. We are just now terminating arrangements for its opening. The city has found a solution for housing the branch in one of Nancy's historic buildings, the Hotel de Lillebonne, which will also be the home of the city's new Cultural Center and Maison de Jeunesse. The Library will occupy a large, well-lighted area of around 100 square meters and two adjoining smaller rooms. I have been informed that we should be able to start installing the branch in the Hotel de Lillebonne by the end of April. The City of Nancy will also provide all the furniture, furnishings and equipment necessary for the operation of the branch.

Last October the Library received authorization from the U.S.I.S. to use the funds of the grant not yet spent for books, amounting to \$2,200, for the purpose of cataloguing the collection and making it available for use in Nancy. The last of the funds are to be spent by the end of this month. The cataloguing of these books is now in its final stages, and we hope to ship the finished collection -- at least those books purchase out of grant funds -- before the end of April.

Harry Goldberg
March 25, 1974

THE AMERICAN LIBRARY IN PARIS, INC.

MAIN LIBRARY

SUMMARY OF MATERIALS AND SERVICES FOR THE YEAR 1973

LIBRARY MATERIALS AVAILABLE

Books added during the year	<u>Adults</u>	<u>Juvenile</u>
	2,946	441
Amount spent for books during year		
Regular fund		\$ 7,476
Restricted book fund		465
Total		<u>\$ 7,941</u>
Amount spent for periodicals during year		\$ 3,172

CIRCULATION OF LIBRARY MATERIALS

Books and periodicals	
Adult books	59,225
Juvenile books	11,098
Periodicals	<u>6,429</u>
Total	76,752

Average daily circulation 291

REFERENCE SERVICES PERFORMED

Request for information from users	7,399
Books requested from the stacks	42,701
Average daily requests	162
Back periodicals requested	15,454
Average daily requests	58

PHOTODUPLICATION SERVICE

Photocopies made	49,811
Average daily requests	189

CHILDREN'S ROOM ACTIVITIES

Film showings	4
Children's Book Week events	
12-18 November	
Readers' Club	
Christmas Party for Readers' Club and awards	
Story telling Saturday mornings	

EVENTS

Open House

SERVICE DATA

Subscribers

Total number of subscribers (December 31, 1973) 2,292

Daily average number of subscriptions 8

Categories

Family A 8

Family B 143

Juvenile 85

Yearly individual 529

6-mos individual 297

Students (includes 303 ACP students) 1,230

Nationalities

American 1,065

French 958

British 89

Other 180

ANNUAL MEETING OF THE MEMBERS OF THE AMERICAN LIBRARY
IN PARIS, INC. HELD AT 10 RUE DU GENERAL CAMOU ON MONDAY,
MARCH 25, 1974

Report of the Children's Room Committee

Our part-time librarian, Mrs. Kay O'Donnell, has directed the organization, purchasing, and various activities of the children's room with imagination and zeal. Last year 441 new titles were added to the juvenile collection, bringing the total collection to over 4,000 books. New equipment and furniture has been purchased and installed in the children's room, including a white formica table and matching display shelving, display bars for picture books, and homey touches like a coat tree and a bin for shoes and boots. The money for this furniture came mainly from a fund raising bridge evening held in February 1973. We have acquired storage boxes for old copies of magazines and protective covers for the magazines ordered from the States. We bought \$250 worth of film strips with sound cassettes to show in the children's room.

During the year a Readers' Club was launched, with two different campaigns and good participation on the part of the children. We awarded prizes to each participant in this program at a Christmas party at the end of the year.

During Book Week, from November 13-17, the Children's Room was host to classes visiting from the various schools in the Paris region. Film strips were shown and story telling sessions were held throughout the week.

During the year story telling sessions were inaugurated every Saturday morning at 11:00.

Our children's films continue to be a very successful and reliable means of fund raising. In 1973 four films were shown at the Cinématèque at the Palais de Chaillot -- "Mary Poppins", "Run Wild, Run Free", "Willy Wonka and the Chocolate Factory", and "Miracle on 34th Street". This month we showed "The Aristocats", and our last film of this season will be shown April 27 -- "The Adventures of Robin Hood", starring Errol Flynn and our own Board member, Olivia de Havilland.

Our volunteer committee of about a dozen willing and competent women, working with Mrs. O'Donnell, has made all of this possible. We look forward to continuing successes in the months ahead.

Respectfully submitted,

Mrs. Neil A. Franzen
Chairman

JUNIOR GUILD READING PROJECT FOR THE BLIND
OF THE AMERICAN PRO-CATHEDRAL
REPORT FOR THE ANNUAL MEETING
OF THE AMERICAN LIBRARY IN PARIS
MARCH 25, 1974

I am sorry to take up your time with a rather pedestrian report, but the past year can only be described as "the year of the big cleanup".

Firstly, in April, we moved up from the basement into our former, pre-flood quarters. Then we began such vital housekeeping chores as:

A complete inventory of every tape and record on file, of which there are, incidentally, 370 titles on tape, recorded in our studios here, and over 1600 records from the Library of Congress.

Apart from just removing the dust, there was another purpose in this undertaking - new catalogues giving not only an up-to-date listing of what is available to the blind, but a description of every tape and record title to provide the reader with some idea of the subject. That, as you can well imagine, was an enormous job but, happily, in the next few years we will not have to send out anything more than supplementary listings.

A weeding out of old tapes has been launched and little by little we are removing those which, for one reason or another, are not suitable for retention, thus making room for new works. There is also an economic plus factor in this as most of the old tape can be erased and reused. Finally, all this inventory work permitted us to place a value on our stock and equipment and the Junior Guild took out an insurance policy that will protect us against all the normal dangers and provide the assurance of other quarters for one year if necessary.

As for production, our readers have produced 69 titles on tape this year, a total of 408 reels or 600 listening hours, and 12 cassette titles numbering 159 reels. All of our required reading for students was completed by the beginning of '74 which left us free to embark on the very important program of "pleasure reading" for our older subscribers who number 116 in comparison to 26 students. As a footnote here I might note that those 26 students requested and received 44 books on tape, many of them block-busters.

Thanks to Dean Riddle we have added two excellent male voices to our roster of readers and as there are any number of books that should, ideally, be read by a man, this is of enormous value. We have several new English lady readers as well who are profitably engaged in putting English English onto tape with all the proper accents.

As to finances, the Junior Guild elected to take over fund raising for the Department in March of last year. We have, nonetheless, received \$785 and FF 3,550 in donations since that time, while subscribers' fees have brought in

an additional FF 1,045. Eighteen new members have been added to the subscriber rolls, making a total of 142.

The most interesting and heart-warming aspect of the past year has been the response to the memorial fund set up by the friends and admirers of Helen Raoul-Duval. Special shelf space has been built into the studio to house what will be known as The Helen Rodgers Raoul-Duval Memorial Collection. This collection of fine recordings made by renowned artists of the theatre world has already begun. To date, the equivalent of \$1800 has been contributed to the fund; this will buy an impressive number of records at \$5 a piece. Personally, I cannot think of a testimonial that would please Helen more.

Respectfully submitted :

Renée S. Worrall