

THE AMERICAN LIBRARY IN PARIS  
10, rue du Général Camou  
75007 Paris

ANNUAL REPORT FOR 1973

Branches : Grenoble  
Montpellier  
Nancy  
Nantes  
Toulouse

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10, rue du Général Camou  
75007 Paris

OFFICERS AND DIRECTORS 1973

Mrs. Johnson Garrett .....	Chairman
Benjamin T. Pierce .....	1st Vice-Chairman
Herbert M. Lobl .....	2nd Vice-Chairman
Mrs. Benjamin T. Pierce .....	Secretary
John E. Utter .....	Treasurer
Mrs. Randolph A. Kidder .....	Assistant Treasurer

DIRECTORS : The American Ambassador; Roger Asselineau,  
Roland G. Barthélemy, Ridley J. Brown, Simon J. Copans,  
Comtesse Alain d'Eudeville, Mrs. Archbold Foote, Mrs. Johnson Garrett,  
Harvey S. Gerry, Miss Olivia de Havilland, Mrs. Randolph A. Kidder, Edward M. Korry,  
Mrs. Edward M. Martin, Benjamin T. Pierce, Mrs. Benjamin T. Pierce,  
Very Rev. Sturgis L. Riddle, Mme. Edouard du Souzy,  
Richard H. Stollenwerck, Robert F. Swift, John E. Utter.

Librarian: Clifford de Roode    Associate Librarian: Harry Goldberg

Public Relations and Development: Donald Q. Coster

## ANNUAL REPORT

### REPORT OF THE CHAIRMAN OF THE AMERICAN LIBRARY IN PARIS FOR THE YEAR 1973

To offset a rising deficit amounting to over \$40,000 in June, the Board of Trustees was obliged to borrow \$60,000 from Morgan Guaranty Trust Company, and to initiate a retrenchment so that expenses could be covered by attainable revenues. Trustee Robert F. Swift was of invaluable assistance in planning the retrenchment. Thanks to his management counseling, the cutback was smoothly implemented, and by the year's end had yielded appreciable savings.

The retrenchment made necessary the rental of a major part of the Dillon Wing to gain an additional source of stable revenue. Trustee Roland G. Barthélemy secured the Société Creusot-Loire Entreprises, a next-door neighbor, as a tenant on a temporary two-year lease, beginning January 1, 1974. The Honorable C. Douglas Dillon approved the leasing.

To further swell revenues, the Board approved an increase in subscription rates averaging 20%, which was modest considering that the Library's expenditures have risen at a much higher rate.

The annual appeal to friends of the Library in France and the United States brought in \$68,000.

The Library received \$92,000 as its share of the liquidation of the Kemp Benevolent Fund, thus adding to the already substantial benefactions to the Library of the late Isabelle Kemp. Her legacy has enabled the Library to pay back the loan contracted this year and to build up its cash reserves.

To help with fund raising, the Board accepted the assistance of Mr. Donald Q. Coster. As Director of Public Relations and Development, he is concentrating on enlisting business support for the Library, with already promising results. Mr. Coster has initiated an application on behalf of the Library for a grant from the United States Agency for International Development for building improvements and auxiliary equipment.

An intensive effort to secure foundation support was unsuccessful due to the heavy domestic commitments of foundations.

Miss Olivia de Havilland, who joined the Board this year, made a special appeal to a selected group of wealthy potential friends of the Library. She also launched a personalized book-giving program for the Library.

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,

Margaret D. Garrett  
Chairman

THE AMERICAN LIBRARY IN PARIS

REPORT OF THE LIBRARIAN

SUMMARY OF MATERIALS AND SERVICES FOR THE YEAR 1973

BOOKS ADDED	<u>ADULTS</u>	<u>JUVENILE</u>
	2,946	441

Amount spent for books during the year ..... \$ 8,322.00

Amount spent for periodicals during the year ..... 3,172.00

Total ..... \$ 11,494.00

CIRCULATION OF LIBRARY MATERIALS

Adult books ..... 59,225

Juvenile books ..... 11,098

Periodicals ..... 6,429

Total ..... 76,752

REFERENCE SERVICES PERFORMED

Request for information from patrons ..... 7,399

Books requested from stacks for building  
use or circulation..... 42,701

Back periodicals requested for building use ... 15,454

PHOTODUPLICATION SERVICE

Photocopies made ..... 49,811

CHILDREN'S ROOM ACTIVITIES

Film showings ..... 4

Children's Book Week events November 12-18

Readers' Club

Christmas Party for Readers' Club and awards

Story telling Saturday mornings

SERVICE DATA

Total number of subscribers ..... 2,292

Americans .....	1,065
French .....	958
British .....	89
Other .....	180

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INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED December 31, 1973

Fund balance at beginning of year ..... \$19,807.00

INCOME

Subscriptions and fees .....	\$ 39,847.00
Fines and book reservations .....	4,627.00
Photocopying service .....	5,248.00
Gifts and bequests .....	180,062.00
Investment Income .....	31,648.00
Miscellaneous .....	5,727.00

Total Income .....	\$267,159.00
	\$286,966.00

EXPENDITURES

Books, Periodicals, Binding .....	\$ 12,356.00
Salaries, Social Security, Payroll tax..	106,105.00
Building: operation and maintenance ....	24,687.00
Office expenses and supplies .....	11,476.00
Professional fees and services .....	21,137.00
Fund raising expenses .....	4,024.00
Branches' operation .....	11,038.00
Financial expenses .....	1,470.00
Loss on exchange .....	12,319.00
Miscellaneous .....	457.00

Total Expenditures .....	\$205,069.00
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Excess of restricted expenditures over current year's receipts .....	(25,346.00)
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Fund balance at end of year .....	\$ 56,551.00
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Audit of Peat, Marwick, Mitchell & Co., March 22, 1974 available for inspection.

## THE AMERICAN LIBRARY IN PARIS

### EXTENSION SERVICE AND BRANCHES

The retrenchment program made necessary the immediate elimination of the Main Library's extension service. Pro-rata reimbursements were made to 200 subscribers, the majority of whom were students.

Mr. Goldberg, the Associate Librarian and Branch Supervisor, was authorized by the Board of Trustees to work out a new agreement governing the branches with the cooperating universities to relieve the Library of all expenditures for the Branches, while maintaining the Library's title to the collections.

The cessation of the Extension Service and the relief from branch costs is expected to save the Library \$15,000 annually.

The cooperating universities agreed in the fall to cover all operating expenses of the Branches and to reimburse the Library for periodical subscriptions and part of the book purchases. The Library received a gift of \$1,000 from an anonymous donor to cover the mailing cost of inter-library loans, certain book acquisitions and incidental expenses.

The United States Information Service authorized the Library to use the unspent portion of the grant that it had made for the purchase of a basic collection, for the Nancy branch to finish cataloging it.

The Nancy branch will occupy approximately 100 sq. meters on the second floor of the Cultural Center of the city of Nancy in the historic Hôtel de Lillebonne.

When the Nancy branch opens in the fall of 1974, total membership of the branches will reach 5,000 --- twice the number of Paris subscribers. This broader scope of service may be useful in projecting the future growth of the American Library in Paris.

The American Library in Paris is the oldest American cultural institution in Paris and largest English-language library in France with over 150,000 volumes and 700 periodicals. Founded in 1920, the Library is an endowed membership library operated on a non-profit basis. Its officers and directors serve without salaries or fees.

SERVICES: Circulation and Photocopying. Circulation and use of the Reading Room available only to members and subscribers.

ASSOCIATED SERVICES: American College Library; Junior Guild Reading Project for the Blind of the American Protestant Cathedral.

COLLECTIONS: Reference; general fiction and non-fiction; American literature, American history, children's books, periodicals.

HOURS: Tuesday - Saturday 10 a.m. - 7 p.m. Closed Sundays, Mondays, holidays, and the entire month of August.

TELEPHONE: 551-46-82