The American Library in Paris is one of the oldest private American cultural institutions in Paris and the largest English-language library in France with over 100,000 volumes and 500 periodicals. Founded in 1920, the Library is an endowed membership institution operated on a non-profit basis.

G

to establish and maintain in Paris and elsewhere a library or libraries of books, periodicals and papers in English.

O

to carry on in connection with said library or libraries such other activities as may now or hereafter be deemed proper.

A

to aid in the international exchange of information about books, libraries and library methods.

L

to promote cordial relations between France and the United States through mutual association in library service.

S

to provide for the English-speaking community of Paris the essential services of an American Library.

SERVICES Circulation, photocopying, microfils and the Reading Room are available to members. These services, except for withdrawing materials for home use, are available to non-members for a daily or six-month user's fee.


HOURS Tuesday, Thursday and Fridays 14:00 - 19:00

Wednesday and Saturday 10:00 - 19:00

Closed Sundays, Mondays and legal holidays

Board Meetings 4 times yearly - early closing 18:00

BRANCHES Grenoble, Montpellier, Nancy, Nantes, Toulouse

ANNUAL REPORT

REPORT OF THE CHAIRMAN 1985

It gives me great pleasure to report that 1985 was a year of success for the Library in all areas. Membership and circulation have again improved and are at a satisfactory level—a level at which we must now strongly consider opening more hours per week.

The branches are running smoothly and have found their niche in our new frame-work; the reeding project has been completed, we are building the micro-film collection; and our recorded cassette collection is now more popular than we ever expected. Fund raising has been streamlined and modernized with very satisfactory results.

The IBM PC-XT computer, given last year by IBM, has been invaluable in helping us automate office work and membership lists. IBM, very generously, has informed us that they intend to give us a powerful new machine, an IBM PC-AT, at the end of the year. We will use it for cataloguing and circulation of our collection.

I would like to pay tribute to two people responsible for much of our success: Paul Mclain, our Head Librarian for the last four years, who left us on December 1st to return to the States. Paul, in his tenure at the Library, helped us become a modern community-oriented library and got the collection into good shape. Under Paul we also reviewed administrative and personnel procedures. For all of this I owe him a special word of thanks.

In the last several years Jeff Williams has organized and run our highly successful volunteer program without which we would not be able to operate efficiently today; but far more important, since Paul's departure, Jeff has acted as special liaison with the Board and has been effectively running the Library. We owe him an enormous debt of gratitude for the easy transition.

Our new Head Librarian, Robert Grattan arrives at the beginning of April to take up his post, and we are very much looking forward to his arrival as there is still a great deal to do. Bob has experience in the computerization of libraries, and I expect that once we have received the new computer that he will be spending a lot of time in this area.

I would like to add my special thanks to all of the Board Members, the Staff and the Volunteers who have been so helpful during the inter-regnum and whom I know will cooperate enthusiastically with Mr. Grattan.

Respectfully submitted, Stephen B. Pierce
THE BRANCHES 1985

Nineteen eighty-five marked the 34th year of the American Library's branch operation and the 19th year of the cooperative arrangement with the French universities. These branches are the Bibliothèques Américaines de Grenoble, Montpellier, Nancy, Nantes and Toulouse.

Membership is composed of students in the large majority, but there is also a good representation of non-student members in every branch. In addition, these provincial American libraries serve as a "home away from home" for the Americans living in the cities where they are located.

The American Library in Paris fulfills its obligation to enrich the branch collections through the cataloguing of duplicate books received as gifts, and through purchase, with funds donated for that purpose. During the past three years, the Library has been able to meet all of its obligations to the branches on a budget of $3,000 a year which is provided through private gifts. (No funds are allocated by the American Library in Paris for branch support).

The branches are located in ample, attractive quarters conveniently located for the majority of users. They continue to play a rôle in their communities that goes beyond that of simple lending libraries. Some constitute embryonic cultural centers, with exhibits, classes in conversational English, poetry reading, and so on.

In every case the branches are well integrated into the communities they serve, and represent ideal cultural transplants of the United States in a highly receptive milieu.

ANNUAL REPORT

SOME FACTS AND FIGURES

MATERIALS INVENTORY 1984:

<table>
<thead>
<tr>
<th>Material</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult books</td>
<td>100,000</td>
</tr>
<tr>
<td>Juvenile books</td>
<td>6,000</td>
</tr>
<tr>
<td>Periodicals (Subscriptions)</td>
<td>500</td>
</tr>
<tr>
<td>Microfilms &amp; microfiches</td>
<td>692</td>
</tr>
<tr>
<td>Recordings</td>
<td>1,000</td>
</tr>
</tbody>
</table>

MATERIALS PURCHASED 1985:

<table>
<thead>
<tr>
<th>Material</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult books (Approximately)</td>
<td>1,800</td>
</tr>
<tr>
<td>Juvenile books</td>
<td>333</td>
</tr>
<tr>
<td>Periodicals</td>
<td>500</td>
</tr>
<tr>
<td>LP records and cassettes</td>
<td>258</td>
</tr>
</tbody>
</table>

CIRCULATION OF LIBRARY MATERIALS FOR HOME USE:

<table>
<thead>
<tr>
<th>Material</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult books</td>
<td>66,346</td>
</tr>
<tr>
<td>Juvenile books</td>
<td>9,963</td>
</tr>
<tr>
<td>Periodicals</td>
<td>5,211</td>
</tr>
<tr>
<td>Records and cassettes</td>
<td>3,906</td>
</tr>
<tr>
<td>Paperbacks (unprocessed)</td>
<td>9,018</td>
</tr>
</tbody>
</table>

TELEPHONE SERVICE AT CIRCULATION DESK:

(Average: 7 requests per hour) 1,555
Building-Use Patrons (paid fee) 1,760

PHOTODUPLICATION SERVICE:

Photocopies made 93,963

MEMBERSHIP DATA:

Total number of individual subscribers 2,220
Breakdown by nationality & percentage:

<table>
<thead>
<tr>
<th>Nationality</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Americans</td>
<td>41%</td>
</tr>
<tr>
<td>French</td>
<td>38%</td>
</tr>
<tr>
<td>British</td>
<td>5%</td>
</tr>
<tr>
<td>Other</td>
<td>16%</td>
</tr>
</tbody>
</table>

American College Group Subscription 450
Total membership 2,670

(There has been a 87% increase in Family membership since 1981, 20% Individuals; 41.5% increase in circulation, and 14.9% in membership.)
### Volunteer Service by Department or Project

<table>
<thead>
<tr>
<th>Department/Project</th>
<th>Average Hours per Month</th>
<th>Weeks per Year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cataloguing and Processing:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reception</td>
<td>315</td>
<td>8</td>
</tr>
<tr>
<td>Checking and Shelving</td>
<td>1,338</td>
<td>34</td>
</tr>
<tr>
<td>Periodicals</td>
<td>2,216</td>
<td>57</td>
</tr>
<tr>
<td>Children's Department</td>
<td>272</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>756</td>
<td>19</td>
</tr>
<tr>
<td><strong>Head Librarian's Projects:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Book Lists, letters, ALP notes, etc.</td>
<td>861</td>
<td>22</td>
</tr>
<tr>
<td>Publicity</td>
<td>294</td>
<td>7</td>
</tr>
<tr>
<td>Book Sales</td>
<td>378</td>
<td>9</td>
</tr>
<tr>
<td><strong>Business Office:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General</td>
<td>1,214</td>
<td>31</td>
</tr>
<tr>
<td>Maintenance</td>
<td>126</td>
<td>2</td>
</tr>
<tr>
<td>Fund Raising</td>
<td>182</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>7,952</td>
<td>200</td>
</tr>
</tbody>
</table>

Estimated at 40 hours per week and 42 working weeks a year, the time contributed by the volunteers equals that of 4 1/2 full-time, non-professional employees.

### Annual Report

### Special Events and Projects

#### Special Events:
- Book Sale & Open House: April 6th
- Volunteer Orientation & Tea: September 6th
- Book Sale & Open House: November 11th
- The International Herald Tribune: November 16th
- Microfilm Collection arrived:
- Christmas Gala: December 6th

"How to Use the Library" study sessions were organized for and attended by the Ecoles Actives Bilingues, American Women's Play Group, The International School of Paris, Schiller College and The American College in Paris.

#### Projects:
- The ALP Newsletter issued quarterly
- Four in-house Annotated Book Lists issued quarterly
- Utilization of the IBM PC-XT for Membership records and office work
- Fund Raising Campaign.

#### Children's Room:
- Film Strip showings: 45
- Readings: 2
- Children's Book Week visits: 12
  (average: 30 students & 2 teachers per visit)
INCOME AND EXPENDITURES
JANUARY 1 - DECEMBER 31, 1985

FRANCS

OPERATING REVENUES: ........................................ 2,193,100

OPERATING EXPENSES: ........................................... 2,107,400

NET OPERATING REVENUE. ...................................... 85,700

DONATIONS: ............................................................ 353,600

BOOK PURCHASES: .................................................. 434,900

NET UNEXPENDED BALANCE. ...................................... 4,400

ANNUAL REPORT

TRUSTEES & OFFICERS 1984-1985

TRUSTEES:

The American Ambassador ................................. Mr. Joe M. Rogers
Mr. Philip Auerbach ........................................ Mrs. Berna Huebner
Mrs. James Beardsley ........................................ Mme Antoine de Laires
Mrs. Mary Beth Behrent .................................... Mr. David McGovern
Mr. Mark Bellamy .............................................. Mr. Philip Giroux
Mme Yves Gompel .............................................. Mme Stephen B. Pierce
Mr. William Connolly ......................................... Mme John H. Riggs, Jr.
Mr. Simon J. Copans .......................................... Mme Guy de Rohan-Chabot
Mme Jérôme de Courcel ....................................... Mme Jacques Vettier
Mr. Guy Dunham ................................................ Miss Helen Walters
 Ctse Alain d'Eudeville ...................................... Mrs. Michael M. Webber
Mme Ronald Fazee .............................................. Mr. Robert Wedgeworth
Mme Louis de Guiringaud ................................... Mr. Robert Whitcomb
Mr. J. Wallace Hopkins ....................................... Mrs. Robert M. Williams, Jr.

OFFICIERS :

Chairman: .......................................................... Mr. Stephen B. Pierce
1st Vice Chairman: ............................................ Mme Yves Gompel
2nd Vice Chairman: ........................................... Mr. J. W. Hopkins
Secretary: .......................................................... Mrs. N. Webber
Asst. Secretary: .................................................. Mme J. de Courcel
Treasurer: .......................................................... Mr. W. Connolly
Asst. Treasurer: .................................................. Mr. P. Auerbach

EX-OFFICIO MEMBER:

Head Librarian: ................................................... Mr. Paul E. McCaig
The American Library is supported in part by donations. Gifts may be made payable to the "Fondation de France - Compte № 060452" and are tax-deductible in France for up to 5% of taxable income. Donations in dollars may be made payable to The American Library in Paris, Inc. and are deductible for U.S. income tax purposes.