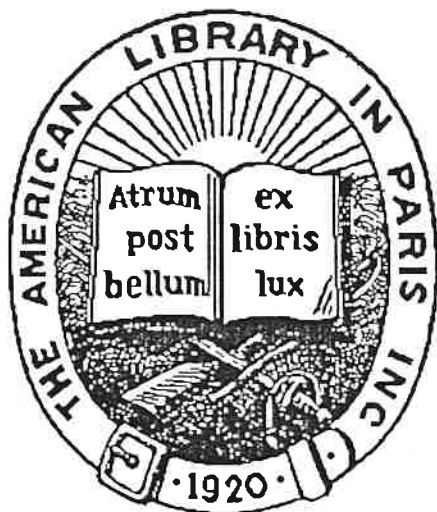


THE AMERICAN LIBRARY IN PARIS

ANNUAL REPORT - 1986



10, rue du Général Camou
75007 Paris, France
Tel. 45.51.46.82

THE AMERICAN LIBRARY IN PARIS

The American Library in Paris is one of the oldest private American cultural institutions in Paris and the largest English-language library in continental Europe with nearly 90,000 volumes and 350 periodicals subscriptions. Founded in 1920, the Library is an endowed membership institution operated on a non-profit basis.

GOALS

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

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

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

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

TO provide for the English-speaking community of Paris the essential services of an American Library: Circulation, photocopying, microforms and the Reading Room are available to members. These services, except for the withdrawing of materials for home use, are available to non-members for a daily or six-month user's fee.

* * * * *

COLLECTIONS: Book Materials: Reference, general fiction and non-fiction, children's books, periodicals. Non-book materials: LP records, cassettes, microforms (including the International Herald Tribune collection from October 4, 1887 until the present).

HOURS: Tuesday, Thursday and Friday 14:00 - 19:00
Wednesday and Saturday 10:00 - 19:00
Closed Sunday, Monday and legal holidays
Board Meetings 4 times yearly - early closing 18:00

BRANCHES: Grenoble, Montpellier, Nancy, Nantes, Toulouse

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REPORT OF THE CHAIRMAN

Every year for the past five years, I have been able to report considerable progress in various areas of the Library, and 1986 is no exception. We have a new Librarian, Robert Grattan, who is doing a superb job; we have received the IBM-AT so generously donated by IBM which was announced last year, and we have done very well with fund raising for specific projects. Most important of all, we have a number of very important projects which we are developing:

(1) The periodicals collection, which is our pride as it is the most important collection of its kind in Europe, is going to be modernized. Microfilm and microfiche are the answer to aging paper and use. We are converting our collections of back issues to microfilm, and filling in the gaps. Last year we received a grant of \$25,000 from the Florence Gould Foundation to assist in this project, and we are continuing our efforts as we would like to complete this project by mid-1988.

(2) Computerization of the Library is well underway as we have been able to revamp the way our office is run thanks to IBM's generosity. Our office work is almost entirely computerized: membership records, bookkeeping, personnel and word processing are well on their way into the 21st century. We now need to make the big leap with computerization of the Card Catalogue to facilitate user access. The Board is committed to this move, and we should be making important changes in 1987. Already the Cataloguing Department is using a laser disk version of Books in Print which makes the job much faster and easier.

People are the most important component of any organisation. I would like particularly to thank the Staff for all their cooperation in the past. I also want to add a special note of thanks to our wonderful volunteers without whom the Library could not operate.

On a more personal note, I have decided to resign as Chairman of the Board after some five years of service. The Library is important to me personally, and these years have been very rewarding, but it is time for new blood. I hope to continue to serve as a Board Member, and will always be available to help the Library in any way that I can.

Respectfully submitted,

Stephen B. Pierce

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THE BRANCHES

Nineteen eighty-six marked the 35th year of the American Library's branch operation and the 20th 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 cataloging of duplicate books received as gifts, and through purchase with funds donated for that purpose. During the past four 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 role 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 other activities.

In every case, the branches are well integrated into their communities and serve as models of American culture for a highly receptive constituency.

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COLLECTION AND MEMBERSHIP

MATERIALS INVENTORY:

Adult books.....	80,000*
Juvenile books.....	6,000
Periodicals (subscriptions).....	350
Microforms.....	992
Recordings.....	1,000

MATERIALS PURCHASED:

Adult books	1,800	\$27,391.00
Juvenile books.....	333	3,000.00
Periodicals.....	350	18,145.00
Microfilms.....	320	21,543.00

BOOKS ADDED TO THE COLLECTION..... 3,218

BOOKS SENT TO THE BRANCHES..... 2,775

CIRCULATION OF LIBRARY MATERIALS FOR HOME USE:

Fiction	Non-F	Juvenile	Magazines	Records	Paperbacks	Total
26,350	26,285	8,879	6,135	4,238	8,079	79,977
(33%)	(33%)	(11%)	(8%)	(5%)	(10%)	

TELEPHONE SERVICE AT CIRCULATION DESK:..... 1,555 calls

BUILDING USE PATRONS (FEE 25 FF PER DAY)..... 1952

PERIODICAL DEPARTMENT STATISTICS:

Photocopies made.....	85,245
Intra-library requests.....	308
Requests for periodicals.....	23,997

MEMBERSHIP DATA:

Family	Individual	Student	Juvenile	Reader	Special															
318	795	736	60	40	40															
(16%)	(40%)	(37%)	(3%)	(2%)	(2%)															
<table style="width: 100%; border-collapse: collapse; margin: 0 auto;"> <tr> <th style="border-right: 1px solid black;">American</th> <th style="border-right: 1px solid black;">French</th> <th style="border-right: 1px solid black;">British</th> <th style="border-right: 1px solid black;">Canadian</th> <th>Other</th> </tr> <tr> <td style="border-right: 1px solid black; text-align: right;">825</td> <td style="border-right: 1px solid black; text-align: right;">741</td> <td style="border-right: 1px solid black; text-align: right;">44</td> <td style="border-right: 1px solid black; text-align: right;">84</td> <td style="text-align: right;">295</td> </tr> <tr> <td style="border-right: 1px solid black; text-align: right;">(41%)</td> <td style="border-right: 1px solid black; text-align: right;">(38%)</td> <td style="border-right: 1px solid black; text-align: right;">(4%)</td> <td style="border-right: 1px solid black; text-align: right;">(2%)</td> <td style="text-align: right;">(15%)</td> </tr> </table>						American	French	British	Canadian	Other	825	741	44	84	295	(41%)	(38%)	(4%)	(2%)	(15%)
American	French	British	Canadian	Other																
825	741	44	84	295																
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The American College in Paris group membership users include faculty and staff... (618 students)..... 700*

TOTAL MEMBERSHIP..... 2,689

* Estimated

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VOLUNTEER SERVICE BY DEPARTMENT OR PROJECT

	Number of hours	Volunteers
HEAD LIBRARIAN'S PROJECTS:		
Secretarial Work	400	3
Fund Raising	507	7
Book Sales	250	13
Book Lists	68	1
Publicity and Newsletter	121	4
CATALOGING AND PROCESSING:	80	2
PERIODICALS:		
Editing Periodical Catalog	116	1
CIRCULATION DESK:		
Reception and Shelving	3,846	47
CHILDREN'S DEPARTMENT:		
General	760	1
Children's Book Week Event	16	1
Story Time (1 hour weekly)	48	10
BUSINESS OFFICE:		
Bookkeeping Assistance	760	5
Maintenance and Housekeeping	182	2
SECURITY DESK: (September-December)	363	14
Total	7,803	

The average number of individuals serving as volunteers in 1986 was 32. At 39 hours per week and 46 working weeks per year, volunteers contributed time equal to 4 full-time, non-professional employees.

SPECIAL EVENTS AND PROJECTS

SPECIAL EVENTS:

Book Sale and Open House	November 27
2 Week-long Paperback Sales	May and October
Gould Foundation Microfilm Donation	April 10
Donation of IBM PC AT and Software	December 29
Christmas Gala	December 6

"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. A special workshop on "Library Technology in the US" was given for Paris area librarians in cooperation with the Centre Pompidou and the British Council.

PROJECTS:

Quarterly publication of ALP Newsletter
 Preparation of four in-house annotated book lists
 Fund Raising Campaign
 Conversion of membership data base into dBASE III
 Centralization of Loan Desk and Periodicals
 Establishment of August library hours (the first time in 17 years)

CHILDREN'S ROOM:

Film Strip showings..... 45
 Readings..... 2
 Children's Book Week visits..... 12
 (average: 30 students and 2 teachers per visit)

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INCOME AND EXPENDITURES

JANUARY 1 - DECEMBER 31, 1986

FRENCH FRANCS

OPERATING REVENUES.....	2,284,000
OPERATING EXPENSES.....	2,104,200

NET OPERATING BALANCE*	179,800
DONATIONS.....	463,500.00
BOOK PURCHASES.....	561,800.00
	=====
NET UNEXPENDED BALANCE.....	81,500.00

* Applied to book purchases

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FUND RAISING

Received: - in cash FF 134,367
 \$ 50,110
 - in kind FF 141,000

Nineteen eighty-six has seen an extensive effort towards expanding our donor files: the equipment acquisitions program requires a substantial increase in our income. And, as is the case annually, those donors lost through attrition had to be replaced as well (over 15% disappear each year).

Different approaches were used, both in France and the U. S. A. The main targets on this side of the ocean were US companies in Paris, personal connections of our Board Members, and members of the ALP, for whom this initial financial contact can be a discovery leading to a greater participation, financial and other. In America, we have written mostly to Board connections and a few selected foundations.

The result of this work has been very promising: 42 new donors were found in 1986, bringing the total number of donations to 255. Of these, the largest gift came from the Florence Gould Foundation, in the form of a \$ 25,000 check for the microfilm project.

This venture of raising \$ 100,000 for the microfilming of the periodical collection was the theme of the previous two campaigns, and has obviously appealed to our donors. We hope for yet more help in that area, as well as the donation of reader-printers.

We have also kept in close contact with our friends of longer standing, who were sent in May a letter informing them of our activities, before the yearly fund-raising in November. The response to this mailing was very favorable.

In addition, the Library has received donations in kind: IBM offered a PC-AT with software for a value of FF 133,000; Ashton-Tate (La Commande Electronique) donated a dBASE III Plus software package; Newsweek gave its subscribers' list for a membership drive; and contacts for further corporate donations were made, with Ambassador Rodgers' assistance.

Nineteen eighty-seven should see the further development of Fund-Raising along these lines, with similarly productive results. Such diversity of approaches and year-round efforts will continue to be crucial for the Library to meet its ever-increasing financial needs.

THE AMERICAN LIBRARY IN PARIS

TRUSTEES AND OFFICERS 1986-1987

TRUSTEES:

The American Ambassador	Mr. Joe M. Rodgers
Mr. Philip Auerbach	Mrs. Berna Huebner
Mrs. Mary Beth Behrent	Mme Antoine de Laire
Mr. William Connolly	Mr. David McGovern
Mr. Simon J. Copans	Mr. Stephen B. Pierce
Mme Jérôme de Courcel	Mr. John H. Riggs, Jr.
Mr. Guy Dunham	Mme Guy de Rohan-Chabot
Comtesse Alain d'Eudeville	Mlle Régine Thiriez
Mrs. Edouard Emmet	Mme Jacques Vettier
Mme Ronald Frazee	Miss Helen Walters
Me Philippe Giroux	Mrs. Michael Webster
Mme Yves Gompel	Mr. Robert Wedgeworth
Mme Louis de Guiringaud	Mr. Robert Whitcomb
Mr. J. Wallace Hopkins	Mrs. Robert W. Williams, Jr.

OFFICERS:

Chairman:	Mr. Stephen B. Pierce
1st Vice Chairman:	Mme Yves Gompel
2nd Vice Chairman:	Mr. J. Wallace Hopkins
Secretary:	Mrs. Michael Webster
Assistant Secretary:	Mme Jérôme de Courcel
Treasurer:	Mr. William Connolly
Assistant Treasurer:	Mr. Philip Auerbach

EX-OFFICIO MEMBER:

Head Librarian: Mr. Robert Grattan, III

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The American Library is supported largely by donations. Gifts in French Francs made payable to the "Fondation de France - Compte No. 060452" 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.