

THE IRISH ARCHITECTURAL ARCHIVE

ANNUAL REPORT 2003





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Introduction:

2003 was an active year for the Irish Architectural Archive on all fronts. A record number of accessions was matched by a record number of research visits. Photography, cataloguing, conservation and listing kept the Archive staff busy. Of course, underlying all of the year's activity has been the much anticipated move of the Archive to 45 Merrion Square.

Work on transforming 45 Merrion Square into a suitable home for the Archive began on site in April 2003. By year's end a great deal of progress had been made. Internally, the intrusive subdivisions, imposed by the cutting of the once grand house into two smaller dwellings, were removed and the tasks of repairing the historic fabric - plasterwork, windows, joinery - were well in hand. In tandem with the conservation aspects of the project went the upgrading of the services in the old house. Standard elements such as new wiring and plumbing were complemented by the careful insertion of a modern information technology backbone. The new build aspects of the project were also advanced. By December 2003, the new archive store rooms were substantially complete, while the structure of the external lift-shaft had taken shape. That so much was achieved to the most exacting standards, while maintaining programme targets, was a credit to the Office of Public Work's team lead by Liam Egan and, in particular, Niall Parsons, and to the contractors Patrick Brock & Sons Ltd.

As work progressed on site, so too work progressed in the Archive. Much of the year's activities were geared towards enhancing the Archive's readiness for the move. We have re-catalogued and re housed whole sections of the holdings to ensure that they are physically ready for the move and have paid close attention to the logistics of the move itself. We have examined in detail how the Archive will function in 45 Merrion Square and have reviewed policies and procedure across the range of our activities. We have prepared the opening exhibition and drafted a programme of exhibitions for 2005 and 2006. We have sought and raised funding for specific programmes

which will be possible only after the move is complete. All of this effort is designed to ensure that the transfer to 45 Merrion Square can take place in a quick and orderly fashion and that, once in residence, the Archive can grow its operations to take full advantage of the new premises.

Although much has been done, more remains to do and it will not be possible to continue to both prepare for the move and to deliver a public access service. In order to facilitate the relocation, the Archive will close to the public at 5pm on Friday, 30th April, 2004 for a minimum of four months. We regret that during this closure period it will not be possible to provide any access to the Archive's holdings. However, we hope that the enhanced reader facilities which will be available in 45 Merrion Square will compensate for any inconvenience caused by this temporary but necessary closure.

Board:

The board of the Archive consisted in 2003 of the following:

Edward Cassidy, Gus Cummins, Ruth Delany, Joanna Finnegan, Desmond FitzGerald, John Graby (Company Secretary), Aideen Ireland, Edward McParland, Rachel Moss, Joan O'Connor, Michael O'Doherty, Toal O'Muire, Dick Oram, John Redmill, Stephen Vernon and Michael Webb (Chairman).

Shane O'Toole and Pierce T. Pigott joined the board in June 2003. Also in June, Edward McParland indicated his desire to stand-down as a member of the board on which he had served almost continuously since 1976. In recognition of his enormous contribution to the Archive, the board appointed Dr McParland as the Archive's second Honorary President, a position he now shares with Nicholas Robinson. It is entirely appropriate that both founders of the Archive are now Honorary Presidents of the organisation they have done so much to create and nurture.

The board met on 5 occasions during 2003.



Staff:

The staff of the Archive consist of David Griffin (Archive Director), Colum O'Riordan (Archive Administrator), Ann Martha Rowan (Senior Archivist), Aisling Dunne (Archivist), Simon Lincoln (Research Officer) and Anne Henderson (Administrative Officer).

The assistance of Mrs Josephine Pickering (cleaning) and Hugh Doran (volunteer reading room invigilator) is gratefully acknowledged. We were fortunate during the year to have the assistance of a number of other volunteers. Special mention must be made of the contributions of Stephanie Doyle, Eve McAulay and Jane O'Halloran.

Members of the Archive staff lectured to the IPAV course, the Friends of the National Gallery and the MUBC class in UCD. Articles by staff members appeared in *Irish Archives and Avenues to the Past: Essays presented to Sir Charles Brett on his 75th year* (Terence Reeves-Smyth and Richard Oram eds., Belfast, 2003). As part of the Archive's commitment to continuous professional development, staff members attended conferences on records management and electronic archives. Members of staff also represented the Archive at the International Council on Archives 1st International Conference of Architectural Archives in Alcalá de Henares, Spain. Staff members have, in personal capacities, served their professions in a number of other ways - as a member of the Museums and Archives Committee of the Heritage Council and the Working Group on Conservation (Colum O'Riordan); as director of both the Irish Georgian Society and Irish Georgian Foundation, as Irish representative to the ICAM (International Confederation of Architectural Museums) and as a member of the Department of Environment and Local Government Conservation Advisory Panel (David Griffin).

Accessions:

2003 was a record year for accessions with a total of 214 recorded in the Accessions Register. This included 23 reports generated as a condition of planning permissions and deposited with the Archive in

compliance with those planning decision requirements. We also made assiduous efforts during the year to build up our runs of journals. Titles acquired varied from the *Journal of the Royal Society of Antiquaries of Ireland* to *Irish Geography*.

The Archive extends its thanks to the following individuals who donated material during 2003: Francis Barry, Anna Brioscú, Paul Caffrey, Sheila Carden, Noreen Casey, Edward Cassidy, Michael Cowman, Cathal Crimmins, Elizabeth Crowe, Michael Cullinan, Jack Cunnane, Richard Dann David Davison, Ruth Delany, Beatrice Dixon, Austin Dunphy, Nicola Gordon Bowe, George Gossip, Desmond Guinness, Elizabeth Guinness, Kevin Harrington, Richard Haworth, Jarlath Hayes, Neil Hegarty, Marian Keane, Paul Kerrigan, John Kirwan, Rolf Loeber, Hugh Maguire, Ken Mawhinney, Felix & Fiona McCann, Michael McCarthy, Pádraig McCarthy, Peter McCarthy, Joe McDonnell, Eddie McParland, Kevin Mulligan, Pat Murray, Donal O'Brien, Derry O'Donovan, Dick Oram, Shane O'Toole, Tom Phillips, John Redmill, Sean Rothery, Alistair Rowan, Thomas Ryan, Olaf Schmidt-Rutsch, Martin Timoney, Robert Towers, Klaus Unger, Tom Wall, Michael Webb, Yvonne Whelan.

The following organisations are also thanked for their donations: Architectural Association of Ireland, Ballymun Regeneration, Clery's & Co., Dúchas - The Heritage Service, Endemol UK Ltd, Flynn and O'Flaherty, Gill and Macmillan, Grafton Architects, P. & B. Gregory Architects, John L. Griffith & Partners, Horan Keogan Ryan Architects, Irish Georgian Society, W.O. Morrissey & Sons Architects, O Muire - Smyth Architects, An Post, Scott Tallon Walker, Shaffrey Associates, Sheehan & Barry, Waterford Institute of Technology.

Among the year's most notable accessions were the following:

- Committee and sub-committee minute books of the AAI, 1902 - 1950s. Donated by Shane O'Toole. (2003/24)

- Deed for a house on the south side of The Coombe, Dublin, 1758, with schedule of fixtures. Purchased. (2003/30)
- Architectural model of Clery's Department Store, O'Connell Street, Dublin, 1921. Donated by Clery's & Co. (2003/34)
- Competition drawings for the RC Church, Bird Avenue, Dublin by Francis Barry architect, 1954. Donated by Francis Barry. (2003/68)
- Brioscú Collection: drawings, photographs, files and publications from the office of Aodhagán Brioscú. Donated by Anna Bean Brioscú. (2003/71)
- Model of Shane O'Toole's contribution to the Group 91 project 'Making a Modern Street', 1991. Donated by Shane O'Toole. (2003/82)
- Copy of B & T Langley, *The Builder's Jewel*, 1768 edition, purchased in Dublin in 1781 by a James John Kinchla. Donated by Rolf Loeber. (2003/97)
- Shannon Scheme Views: a complete set of 18 contemporary postcards published by T.C. Carroll & Sons, Limerick. Purchased. (2003/107)
- *First Volume of the Instruction given in the Drawing School established by the Dublin Society*, Dublin, 1769. Purchased. (2003/120)
- Mid 19th century level made by Spears & Co. Dublin. Donated by Michael Webb. (2003/162)
- Cartoons for stain glass windows from the workshop of Myles Kearney & Sons Ltd, Oakley Road, Dublin. Donated by Michael Cullinan. (2003/163)
- Large collection of architectural books and journals. Donated by Sean Rothery. (2003/177)

- Elevation of Elmwood Presbyterian Church, Belfast, by John Corry, 1872. Donated by Dick Oram. (2003/188)
- Model of Burke Kennedy Doyle architects' proposed Sheraton Hotel and National Conference Centre to be built on the site of the Phoenix Park Racecourse, 1996. Donated by Flynn and O'Flaherty Ltd. (2003/205)

Photography:

Record photography remains a high priority for the Archive. David Griffin, assisted by Roger Hill, had another busy year on the road. Buildings in the following towns were recorded: Athlone, Co. Westmeath, Claremorris, Co. Clare, Cobh, Co. Cork, Dungarvan, Co. Waterford, Dun Laoghaire, Co. Dublin, Enniscorthy, Co. Wexford, Longford Town, Middleton, Co. Cork, Monkstown, Co. Dublin, Sligo Town, Tullamore, Co. Offaly, Waterford City. Special photographic projects included Lisadell, Co. Sligo and the original furniture and other contents of Castletown, Co. Kildare.

Among the other photographic projects undertaken during 2003 was the printing of reference copies of the photographs from the Maurice Craig Collection. This project was made possible through the support of the Heritage Council.

Researcher services:

In excess of 1900 research visits were made to the reading room in 2003. Group talks on the Archive and its holdings were provided to UCD archives students, MUBC students and History of Art postgraduate students, students on Trinity College's M. Phil. In Irish Art course, students from Dundalk and Carlow Institutes of Technology, and thirty members of the Hampshire Archives Trust.

It is to be regretted that reader services will have to be suspended for a period during the move of the Archive to 45 Merrion Square. However, every effort will be made to ensure that the closure of the reading room will be kept to the four months allotted.



Cataloguing and indexing:

The Archive has suffered for many years from the lack of suitable space to carry out processing, cataloguing and indexing of its major collections. Despite this shortage, detailed finding-aids were produced for a number of collections during the year, including the Dublin Artisans Dwellings Company Collection and the Guinness Drawings Collection.

As in previous years, emphasis was placed during 2003 on preparing the collections for the move to 45 Merrion Square. New box and folder lists were prepared for a number of collections including the Buchan Foley Kane Collection, the Brendan O'Connor Collection, the Brian O'Carroll Collection and the Stephenson Gibney Collection. Residual elements from, or new additions to, the following collections were identified and listed: the RIAI archive, the Desmond FitzGerald Collection, the O'Neill Flanagan Collection.

Work on replacing the card index with a public access version of the Archive computer catalogue also progressed during the year. It is intended that the computer catalogue will be the primary access point for the public once the new reading room opens. With this in mind, retrospective cataloguing of the reference library proceeded. The archives listing element of the database was redesigned to ensure its compatibility with the new edition of General International Standard for Archival Description (ISAD (G)). New public access query and search screens have been developed.

Conservation:

The Archive continued its policy of binding runs of journals and re-binding selected items from the reference library. The prohibition on photocopying books and bound volumes was maintained.

Almost 60 items, including drawings, bound volumes and medals, have been selected from the Archive collections for inclusion in the opening exhibition in 45 Merrion Square. These are being treated by a professional conservator prior to the exhibition.

The question of the conservation of electronic records and archives - information created maintained and used in digital environments - was examined during 2003. Two reports were prepared for the board outlining the inherent difficulties presented by these types of archives and proposing solutions which the Archive might adopt.

Biographical Index of Irish Architects:

Ann Martha Rowan continues to develop the Biographical Index of Irish Architects, one of the Archive's flagship projects. She is now entering data for architects whose surnames begin with the letter W. There are, to date, in excess of 5,570 individual architects or architectural firms listed in the database and in excess of 36,048 building references. The database continues to be one of the most heavily used of the Archive's resources. Given this rising demand for access, new search screens specifically designed for use by the general public have been developed so that visitors to the new reading room in 45 Merrion Square will be able to browse the database themselves. We are grateful of the on-going support of the Department of the Environment, Heritage and Local Government for this project.

Finance:

Set out below are the audited accounts for 2003.

The Archive would like to acknowledge the on-going support of the Department of Arts, Sport and Tourism whose substantial grant-in-aid is so essential, ensuring as it does that the Archive is able to meet its non-discretionary financial obligations. In addition, thanks are due to the Department of the Environment and Local Government and to the Office of Public Works for their financial contributions.

The support of the private sector has always been a key element in the Archive's financial well-being. Support received in 2003 from Bord Gáis and Ove Arup is acknowledged with thanks.

The Archive has sought during 2003 special assistance from the private sector for projects which the enhanced

CHAIRMAN'S STATEMENT

facilities of the new building will enable it to bring forward. In particular we have asked for support for an education/outreach programme to ensure that the exhibition, lecture and seminar facilities of 45 Merrion Square will be fully exploited. We are delighted that so far McNamara Ltd and Pierser Ltd, two of Ireland's

leading building contractors, have been able to commit support for a three year period to this aspect of our work.

Michael Webb
Chairman

DIRECTORS REPORT FOR THE YEAR ENDED 31 DECEMBER 2003

The Directors submit their Report and Audited Accounts for the year ended 31 December 2003.

Results for the year

	2003	2002
	€	€
Income for the year	432,408	442,091
Expenditure for the Year	(453,516)	(420,288)
(Deficit)/Excess of Income over Expenditure	<u>(21,108)</u>	<u>21,803</u>

As a result of the foregoing the balance carried forward has decreased by the above shortfall.

Business Review

The activities of the Archive consist of collecting, conserving and making accessible to the public documents of all kinds, which yield information on the buildings of Ireland.

Directors

The Directors required to retire by rotation in accordance with the Memorandum and Articles of Association at the AGM are:

Mr. Gus Cummins, Mr. Desmond Fitzgerald, Mr. Stephen Vernon

Directors' Shareholdings Interest

The Archive is limited by guarantee and does not have a share capital.

Safety, Health & Welfare at Work At 1989

The well-being of the Company's employees is safe-guarded through the strict adherence to Health and Safety standards in accordance with the requirements of the Safety, Health and Welfare at Work Act 1989.

Statement of Directors' Responsibilities

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Company and of the surplus or deficit of the Company for that period. In preparing those financial statements, the directors are required to:

- Select suitable accounting policies and then apply the consistently.
- Make judgements and estimates that are reasonable and prudent.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Directors are responsible for keeping proper books of account, which disclose with reasonable accuracy at any time the financial position of the Company and to enable them to ensure that the financial statements comply with the Companies Acts 1963 - 2001. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Books of Account

The measures taken by the directors to ensure compliance with the requirements of Section 202, Companies Act, 1990, regarding proper books of account are the implementation of necessary policies and procedures for recording transactions, the employment of competent accounting personnel with appropriate expertise, and the provision of adequate resources to the financial function. The books of account are maintained at 73 Merrion Square, Dublin 2.

Auditors

The Auditors Duignan Carthy O'Neill, Chartered Accountants will continue in office in accordance with Section 160 (2) of the Companies Act, 1963.

On behalf of the Board

Michael Webb
DIRECTOR

John Redmill
DIRECTOR

DATE
21 September 2004

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE IRISH ARCHITECTURAL ARCHIVE

We have audited the financial statements of Irish Architectural Archive for the year ended 31 December 2003, on pages 10 to 14. These financial statements have been prepared under the historical cost convention and the accounting policies set out on pages 12.

This report is made solely to the company's members, as a body, in accordance with Section 193 of the Companies Act, 1990. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors

As described in the Statement of Directors' Responsibilities the company's directors are responsible for the preparation of the financial statements in accordance with applicable law and Irish Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and Auditing Standards promulgated by the Auditing Practices Board in Ireland and the United Kingdom.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Acts. We also report to you whether in our opinion proper books of account have been kept by the company; and whether the information given in the Directors' Report is consistent with the financial statements. In addition, we state whether we have obtained all the information and explanations necessary for the purposes of our audit and whether the company's balance sheet and its profit and loss account are in agreement with the books of account.

We report to the shareholders if, in our opinion, any information specified by law regarding directors' remuneration and directors' transactions is not given and, where practicable, include such information in our report.

We read the Directors' Report and consider the implications for our report if we become aware of any apparent misstatement within it.

Basis of opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error.

In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE
IRISH ARCHITECTURAL ARCHIVE

Qualified opinion

It was impracticable for us to extend our examination of income received beyond an examination of the accounting for the amounts so recorded.

Except for the foregoing in our opinion the financial statements on pages 10 to 14 which have been prepared under the historical cost convention, give a true and fair view of the state of the Company's affairs at 31 December 2003 and of the profit for the year then ended and comply with the Companies Acts 1963 – 2003.

Except for the foregoing we have obtained all the information and explanations, which we considered necessary and in our opinion the Archive has kept proper books with which the accounts are in agreement.

Without qualifying our report we draw attention to the fact that in common with many organisations where the number of employees is limited, internal control by means of effective segregation of duties was unavoidably limited and there were no practicable audit procedures to determine the effect, if any, of this limitation.

Duignan Carthy O' Neill
Chartered Accountants and
Registered Auditors
84 Northumberland Road,
Ballsbridge, Dublin 4.

Date: 21 September 2004

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2003

	NOTES	2003 €	2002 €
Income		432,408	442,091
Staff Costs	2	(255,025)	(238,012)
Depreciation		(22,438)	(21,888)
Interest Payable and similar charges	3	(197)	(237)
Other Expenses		(175,856)	(160,151)
(Deficit)/Excess of Income over Expenditure		(21,108)	21,803
Excess Brought Forward at 1 January		389,309	364,506
Excess Carried Forward at 31 December		<u>365,201</u>	<u>386,309</u>

Joanna Finegan
DIRECTOR

Michael O'Doherty
DIRECTOR

DATE
21 September 2003

BALANCE SHEET AT 31 DECEMBER 2003

	NOTES	2003 €	2002 €
ASSETS EMPLOYED:			
FIXED ASSETS:			
Tangible Assets	5 (a)	22,993	43,711
Archive Collection	5 (b)	378,945	367,494
		<u>401,938</u>	411,205
CURRENT ASSETS			
Debtors (Amounts falling due within one Year)		1,687	4,875
Cash at Bank and in Hand		31,032	40,404
		<u>32,719</u>	45,279
CREDITORS (Amounts falling due within one year)	7	(7,053)	(7,772)
NET CURRENT ASSETS		<u>25,666</u>	37,507
CREDITORS (Amounts falling due after more than one year)	8	(62,403)	(62,403)
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>365,201</u>	386,309
EXCESS CARRIED FORWARD		<u>365,201</u>	386,309

Joanna Finegan
DIRECTOR

Michael O'Doherty
DIRECTOR

DATE
21 September 2003

1. ACCOUNTING POLICIES

(A) DEPRECIATION

Depreciation is calculated to write off the assets over their expected useful lives at the following annual rates:

Photograph Collection/Books	Nil
Office Furniture	10% Straight Line
Office Equipment	33.3% Straight Line

(B) GRANTS

All revenue grants received and receivable are credited to the income and expenditure account.

All capital grants received are credited to the income and expenditure account over the useful life of the assets to which they relate.

(C) TAXATION

The Company is exempt from taxation.

(D) LEASE ASSETS

Assets acquired under finance leases up to 1 January 1988 are charged to the Profit and Loss Account and after that date are capitalised.

(E) STOCK

Stock are valued at invoice cost price less a provision for slow moving stock.

2. STAFF COSTS

The average number of persons employed by the Company in the financial year was 7 (2002 – 7) and is analysed as follows:

	2003	2002
Administration	3	3
Project Staff	3	3
Cleaning Staff	1	1
	<u>7</u>	<u>7</u>
	2003	2002
	€	€
Wages and Salaries	230,349	214,436
Social Welfare Costs	24,676	23,576
	<u>255,025</u>	<u>238,012</u>

3. INTEREST PAYABLE TO SIMILAR CHARGES

	2003	2002
	€	€
Bank Interest and Charges	<u>197</u>	237

4. EXCESS OF EXPENDITURE OVER INCOME

	2003	2002
	€	€
The excess of income over expenditure has been arrived at after charging the following:		
Depreciation	22,438	21,888
Audit and Accountancy Fees	<u>5,771</u>	<u>6,698</u>

5. FIXED ASSETS

	2003	2002
	€	€
(A) Office Equipment		
Cost		
At 31 December 2002	198,247	165,315
Additions	<u>1,720</u>	<u>32,932</u>
At 31 December 2003	<u>199,967</u>	<u>198,247</u>
Accumulated Depreciation		
At 31 December 2002	154,536	132,648
Charged for year	<u>22,438</u>	<u>21,888</u>
At 31 December 2003	<u>176,974</u>	<u>154,536</u>
Net Book Value	<u>22,993</u>	<u>43,711</u>
(B) Archive Collection		
Cost		
At 31 December 2002	367,494	354,816
Additions	<u>11,451</u>	<u>12,678</u>
At 31 December 2003	<u>378,945</u>	<u>367,494</u>

This represents the archive collection valued at cost.

Historical Documents and Collections donated to the Archive have not been included in these Accounts.

The basis by which depreciation is calculated is stated in Note 1(a).

6. STOCKS

A stock of books did exist as at 31 December 2003. However, as these books have been in stock for many years it was not prudent to value them for inclusion in the accounts.

7. CREDITORS

(Amounts falling due within one year)

	2003	2002
	€	€
Bank overdraft	–	1,948
Accruals	7,053	5,824
	<u>7,053</u>	<u>7,772</u>

8. CREDITORS

(Amounts falling due after more than one year)

	2003	2002
	€	€
Capital Grants (See Note i)	<u>62,403</u>	62,403
(i) Capital Grants		
Received at 1 January	94,524	94,524
Received during the year	–	–
	<u>94,524</u>	<u>94,524</u>
At 31 December	<u>94,524</u>	94,524
Released to Income and Expenditure Account		
At 1 January	32,121	32,121
Released during the year	–	–
	<u>32,121</u>	<u>32,121</u>
At 31 December	<u>32,121</u>	32,121
Net Book Amount:		
2003	<u>62,403</u>	62,403
2002	<u>62,403</u>	62,403

The closing balance of €62,403 relates to a grant received to purchase the Ormonde Collection in 2001. This expenditure was capitalised and has not been written back in accordance with accounting policy set out in Note 1(a).

A liability would arise to repay in whole or in part certain grants received if particular circumstances set out in the agreements occur.

The basis by which Government Grants are released to Revenue is set out in Note 1 (b).

9 STATUS

The Company is limited by guarantee and does not have a share capital and was also granted charitable status by the Revenue Commissioners in 1979 (Chy 6240).

OPERATING STATEMENT YEAR ENDED 31 DECEMBER 2003

	Appendices	2003 €	2002 €
INCOME	1	432,408	442,091
EXPENDITURE	2	<u>(453,516)</u>	<u>(420,288)</u>
(DEFICIT)/EXCESS OF INCOME OVER EXPENDITURE		<u><u>(21,108)</u></u>	<u>21,803</u>

APPENDIX 1 INCOME FOR THE YEAR ENDED 31 DECEMBER 2003

	2003	2002
	€	€
GRANTS IN AID		
Dept. of Arts, Heritage, Gaeltacht & Islands	280,000	280,000
Office of the Public Works	15,000	15,000
Dept. of the Environment	30,349	31,746
	<u>325,349</u>	<u>326,743</u>
CORPORATE SUPPORT		
McNamara Ltd	7,000	–
Bord Gais	1,270	–
CRH Plc.	–	1,270
Ove Arup	1,270	–
Shaffreys	–	635
Irish Permanent Plc.	–	3,809
G & T Cramptons Limited	–	5,079
	<u>9,540</u>	<u>10,793</u>
DONATIONS AND OTHER GRANTS		
Sundry Donations	10,486	23,936
Heritage Council	8,000	6,456
	<u>18,486</u>	<u>30,392</u>
COMMISSIONED WORK AND EXHIBITIONS		
Sundry Reports	63,524	50,958
SALES AND PRINT SCHEMES		
Sale of Photographs	9,723	16,310
Sale of Photocopies	2,149	2,441
Book Sales	1,910	1,053
	<u>13,782</u>	<u>19,804</u>
OTHER INCOME		
Interest Received	1,727	3,401
	<u>1,727</u>	<u>3,401</u>
TOTAL INCOME	<u>432,408</u>	<u>442,091</u>

APPENDIX 2 EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2003

	2003	2002
	€	€
PREMISES AND EQUIPMENT		
Depreciation of Office Equipment & Furniture	22,438	21,888
Insurance	12,308	10,224
Light & Heat	6,232	3,313
Telephone	4,782	2,924
Repairs & Maintenance	1,206	1,328
	<u>46,966</u>	<u>39,677</u>
STAFF		
Wages	<u>255,025</u>	<u>238,012</u>
CONSERVATION		
Repairs	5,040	6,429
Equipment and supplies	6,886	7,423
	<u>11,926</u>	<u>13,852</u>
SUPPLIES		
Stationery	617	2,408
Photocopier Expenses	1,827	2,289
Computer Expenses	2,701	-
Postage	874	1,176
	<u>6,019</u>	<u>5,873</u>
FINANCIAL EXPENSES		
Audit, Accountancy and Secretarial Fees	5,771	6,698
Bank Interest & Charges	197	237
	<u>5,968</u>	<u>6,935</u>
TOTAL CARRIED FORWARD	<u><u>325,904</u></u>	<u><u>304,349</u></u>

APPENDIX 2 EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2003

	2003	2002
	€	€
TOTAL BROUGHT FORWARD	325,904	304,349
PHOTOGRAPHY, COMMISSIONS AND PROJECTS		
Design & printing of Office of Public Works Book	63,524	39,103
Design & printing of Fund Raising Brochure	—	7,565
Photograph I.A.A.	41,246	41,989
Photographic Orders	5,420	12,944
	<u>110,190</u>	<u>101,601</u>
MISCELLANEOUS		
Design and printing of annual report	4,343	3,437
Travel & Entertainment	4,517	4,354
Fire Safety & Security	3,671	3,522
Sundry	3,892	2,147
Subscriptions & Publications	999	878
	<u>17,422</u>	<u>14,338</u>
TOTAL EXPENDITURE	<u>453,516</u>	420,288



Mark Bence Jones	Raymond Gilmore	M. McDowell	Homan Potterton
Paddy Bowe	Robert Goff	Edward McParland	Anthony Reddy
Charles Brett	John Graby	John Meagher	John Redmill
David Browne	David Griffin	George Morrison	Raymond Refuassé
Ian Cairnduff	Desmond Guinness	Rachel Moss	Nicholas Robinson
Andrew Carpenter	Mary Hanna	Rosemary Mulcahy	Ken Rohan
Christine Casey	Peter Hanna	Sean Mulcahy	Brendan Ross
Edward Cassidy	Peter Harbison	Philip Mullally	Sean Rothery
Edward Chandler	Bill Hastings	David Newman Johnson	Alistair Rowan
John Cornforth	Richard Haworth	Kevin B. Nowlan	Patrick Shaffrey
Maurice Craig	Arthur Hickey	Eoin O Cofaigh	Anngret Simms
Anne Crookshank	Roger Hill	John O'Connell	David Slattery
Gus Cummins	Derry Hussy	Joan O'Connor	Roger Stalley
Sheelagh Davis-Goff	Aideen Ireland	Michael O'Doherty	Michael Tallon
David Davison	Loughlin Kealy	Rory O'Donnell	Stephen Vernon
Ruth Delany	David Keane	Brendan O'Donoghue	Brian Walker
Frank Devitt	Gerard Kennedy	Frederick O'Dwyer	Geraldine Walsh
Hugh Dixon	Peter Langford	John Olley	Peter Walsh
Hugh Doran	Paul Larmour	Toal O'Muire	Michael Webb
Brian Dunlop	Alistair Lindsay	Cathal O'Neill	Jeremy Williams
Austin Dunphy	Rolf Loeber	Dick Oram	Primrose Wilson
Joanna Finegan	Camilla McAleese	Shane O'Toole	Richard Wood
Desmond FitzGerald	Michael McCarthy	Peter Pearson	
William Garner	Muriel McCarthy	Ged Pierse	
Daniel Gillman	Robert McCarthy	Pierce T. Pigott	

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