

THE IRISH ARCHITECTURAL ARCHIVE

ANNUAL REPORT 2004





<b>2</b>	Chairman's Statement
<b>7</b>	Directors' Report
<b>8</b>	Auditors' Report
<b>10</b>	Income and expenditure account
<b>11</b>	Balance sheet
<b>12</b>	Notes on the accounts
<b>15</b>	Operating statement
<b>16</b>	Appendix 1
<b>17</b>	Appendix 2
<b>20</b>	Current members of the Irish Architectural Archive

### Introduction:

2004 was perhaps the most momentous year for the Irish Architectural Archive since its establishment in 1976. The long anticipated move from No. 73 to No. 45 Merrion Square finally took place. Naturally, this one event dominated the entire year's activities.

The origins of the move go back to February 1995 but, as set out in recent annual reports, detailed preparations have been in train for a number of years. These preparations escalated dramatically during 2004 as work on site at No. 45 progressed, and on 30th April 2004 the reading room in No. 73 closed to the public for the last time. The closure was regrettable but absolutely necessary. During the closure period every box, roll and folder in the Archive collections was checked, surface cleaned, assigned a new identification number and had its contents verified. A new location index was built for the Archive's computer catalogue, and each container was pre-assigned its location in No. 45 in advance of the move. Where possible, rolled material was flattened, and all non-standard or non-archival boxes and folders were eliminated. All glass plate negatives and slides were re-housed in suitable archival containers. Box lists were prepared for collections where needed, while the conversion from card to computer catalogue was progressed. The overall aim of these efforts was to ensure that the collections were in a physically secure state to be moved, and to ensure that complete control was maintained over the material before, during and after the move. None of this work would have been possible had the reading room remained open to the public.

In conjunction with all of this, preparation was under way for the first of the Archive's exhibitions in its new home. Entitled 'Collection Building', the exhibition contained representative items selected from the material acquired during each year that the Archive has been in existence. A 13,500 word catalogue to accompany the exhibition was also researched, drafted and printed during 2004, ready for use in January 2005. The Archive's web-site was also completely overhauled to reflect the changes brought about by the relocation.

Throughout the year, the Archive maintained a close liaison with the Office of Public Works, and in particular with Senior Architect Niall Parsons, to ensure that the brief for its new home was fully achieved. Frequent visits allowed the state of progress on site to be carefully monitored. By September 2004, work was sufficiently advanced to allow the AGM to be held in No. 45, and on the 18th October the actual relocation began. Allen Removals provided transport, but it fell to the Archive's own staff to manage the logistics. Thanks to constant supervision, vigilance and a great deal of hard physical labour, the move ran smoothly. By the 4th November, over 7,000 individual containers had been checked, moved and rechecked on arrival. The computer network was transferred and restored to operability in a single twelve-hour period. Whole sections of shelving, including steel shelving from the basement and shelving from the old reading room, had been disassembled, moved and reassembled, while all the useable plan chests from No. 73 had likewise been transferred, with their contents, to various locations in No. 45. Between 5th November and the end of the year, all of the Archive's holdings were redistributed from their arrival points to their final destinations in No. 45. While this work progressed, the main contractor Patrick Brock & Sons continued with final elements of the building and fit-out programmes.

Much remains to be done. The fit-out – in particular of the reading rooms – is far from complete and, as with any new building, there are still snags to be resolved. But by the end of 2004, the move had been successfully completed – without a single item going astray or being damaged – and the entire holdings were ready for the reopening of the Archive to the public.

There should be no doubt as to the significance of the relocation for the Archive. At every level of our activities, the move has had and will continue to have a profound impact. There were two primary reasons that the Archive had to move. The first of these was storage. We had no room left to acquire material, and such room as we had was not suited to the long term



preservation of archival material. Now we have sufficient storage to meet our medium-term needs, with potential on site to guarantee that these needs will be met permanently. Our main store rooms are rightly to be regarded as the state-of-the-art for archival storage. Built to exacting specifications, they provide the cool, dry, stable conditions our paper documents require in a sustainable, highly efficient way. Ancillary stores are specially air-conditioned to house the photographic collections. Our second reason for moving was that we had no place to work on the collections, to list them and hence make them available to the public. There are two archive processing rooms in No. 45, and now the work of flattening, describing, arranging and indexing the collections can proceed. This will allow us, over the next number of years, to make an increasing proportion of our holdings accessible to our readers and researchers.

Those readers and researchers will benefit from the move in other ways. The new building is universally accessible. The reading room is located on the ground floor, and has a reader capacity twice that available in No. 73. Extra shelving means a greater proportion of the research library is now on open access. Across the hall from the reading room is our new gallery. The fit-out - originally designed by Alan Irvine in 1970 for the RIBA's Heinz Gallery in London - sits perfectly into its new Dublin home. It offers the Archive the potential to reach out to a new audience, providing the opportunity for an engagement with architectural records outside the specialist atmosphere of an archival reading room. Supplementing the gallery is the lecture theatre on the first floor where lecture series will be organised to complement our exhibitions programmes. The lecture room is also available to other organisations for day-time or evening events. The lecture room forms part of a suite of rooms on the first floor which together provide an ideal venue for small conferences. One of these rooms will house the Archive's architectural model collections in a permanent display. And, of course, a not inconsequential result of our vastly enhanced ability to engage with the public is the fact that, for the first time in its over 200 year history, substantial portions of the

basement, ground and first floors of No. 45 itself - the largest of the terraced houses of the Square - are now open to the public, making the building an important addition to the general amenities of the Merrion Square area.

The Archive's mandate following the move to No. 45 remains the same as its mandate prior to that move. It is to collect, preserve and make accessible material of every kind relating to the architecture of the entire island of Ireland. Our new home simply empowers us to better fulfil that mandate. Naturally, No. 45 presents the Archive with enormous challenges, but they are challenges of opportunity as opposed to those of confinement, challenges of expansion and high standards as opposed to those of staying afloat and making do. They are challenges we will embrace as we take possession of our new home and explore its full potential in the years ahead.

#### **Board:**

The board of the Archive consisted in 2004 of the following:

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

The board met on six occasions during 2004, including a site visit by the board to No. 45.

#### **Staff:**

The staff of the Archive consists 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). Dr Eve McAulay joined the staff in April 2004 to assist with preparation for the move to No. 45 Merrion Square, and with the move itself. The assistance of Mrs Josephine Pickering (cleaning) is gratefully acknowledged.

It is with deep regret that we note the death during 2004 of Hugh Doran who had been a volunteer with the Archive for over 15 years. A member of the Company since its foundation, Hugh voluntarily supervised the reading room every Wednesday. In this role he provided assistance to literally thousands of readers over the years. A noted, indeed award winning, photographer, his images now form part of the Archive collections. Outstanding in their clarity and composition, they are a worthy and permanent testament to Hugh's talents as a photographer, to his appreciation of Irish architecture and to his enormous contribution at so many levels to the development of the Archive.

### Accessions:

Even as the Archive's holdings were being prepared for the move to No. 45, new material continued to be added to the collections. A total of 176 accessions are recorded in the Accessions Register for 2004.

The Archive extends its thanks to the following individuals who donated material during 2004: Tom Bastible, Michael Brock, Edward Cassidy, Liam Clare, Michael Collins, Anne Crookshank, David Davison, Mairead Delaney, Dan Donoghue, the Knight of Glin, Nicola Gordon Bowe, Tadhg Gormley, Desmond Guinness, William Hayes, Roger Hill, James Howley, Peter Lamb, Liam Mac Coil, Michael Magner, Nicola Matthews, Ken Mawhinney, Patrick McGuire, Robert McLarnon, Charles Moore, Pat Murray, Angela O'Connell, Tom O'Connor, Freddie O'Dwyer, Maurice O'Keeffe, Barry O'Reilly, Shane O'Toole, Homan Potterton, Aidan Powell, Terence Reeves-Smyth, Ian Roberts, William Robinson, David Rose, Alistair Rowan, John Scarry, Desiree Short, Kieran Swords, Glascott Symes, Sally Timmons and Jana Zupanc.

The following organisations are also thanked for their donations: Anvil Books, Arc Survey Photo Graphics Ltd, Ballymun Regeneration, Patrick Brock and Sons, Judith Carroll & Co., Clogher Historical Society, Dublin City Council, Dublin Institute of Technology, Embassy of Pakistan, Enniskerry Parish Committee,

Environment and Heritage Service, Belfast, the Heritage Council, the Irish Georgian Society, Kriterion Architects, McGarry Ni Eanaigh Architects, the National Inventory of Architectural Heritage, the National Library, the National University of Ireland, the Office of Public Works, O'Mahony Pike Architects, the National Archives, London, Ryan O'Brien Handy Architects, Skinner Auctioneers, Boston, Sligo Borough Council, the Supreme Court, An Taisce and UCD Architecture Library.

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

- Drawings from the office of Aidan Powell, architect, for developments at Winetavern Street and High Street, Dublin. Donated by Aidan Powell. (2004/4)
- Large collection of photographic negatives of architectural drawings and models. Donated by David Davison. (2004/18)
- Zupanc Collection: c. 900 colour slides of the Irish landscape, vernacular architecture and historic monuments taken in the 1960s and 1970s. Donated by Jana Zupanc. (2004/28)
- Material relating to H. Roberts's 'R' method of drawing, including a set of Roberts set squares. Donated by Ian Roberts. (2004/31)
- Set of drawings for St. Mary's Church of Ireland Church, Crumlin, by McDonnell & Dixon, 1949. Donated by Ian Roberts. (2004/47)
- Papers and photographs of Jack Bastable. Donated by Liam Mac Coil. (2004/51)
- Working sketchbook of Harrison Fagg, architect and surveyor (d. 1924). Donated by Ian Roberts. (2004/73)
- Survey drawings of the Royal Victoria Hospital, Belfast. Donated by Kriterion Architects. (2004/74)



- Drawings and files from the offices of Pearse McKenna & Partners Architects. Donated by Michael Brock. (2004/121)
- Four designs for Sligo Town Hall by William Hague, architect. Donated by Sligo Borough Council. (2004/129)
- Set of glass lantern slides used in the teaching of architecture at DIT. Donated by the School of Architecture, DIT. (2004/144)
- Collection of 19th and early 20th century architectural drawings from the offices of Connolly & Cullen, builders, Kilkenny. Donated by Tom Bastible. (2004/160)
- Drawings and project files relating to the Ark, Eustace Street, Dublin. Donated by Shane O'Toole. (2004/166)
- Model of the corner block, 'Making a Modern Street' project, 1991. Donated by McGarry Ní Eanaigh Architects. (2004/171)

#### Photography:

Due to the relocation to No. 45, it was not possible to maintain as active a photographic programme as usual. Nonetheless, a number of surveys were carried out during 2004 by David Griffin and in particular Roger Hill. These include numerous buildings in south County Dublin, a number of towns in Mayo and Cork, building in Cashel, Co. Tipperary, and buildings in the outskirts of Waterford. In addition, the interior and contents of Castletown were recorded by David Davison, funded by the Department of Environment, Heritage and Local Government.

#### Researcher services:

During the four months that the Archive was open to the public in 2004, an average of just over 16 researcher visits a day were made, making this the busiest period yet seen in the Archive's reading room since a reading room was first opened to the public in 1977. No doubt the fact that over 250 notices

regarding the closure were circulated by the Archive ensured that those who needed to use our resources in 2004 made sure to do so before the closure took effect.

#### Cataloguing and indexing:

Cataloguing and indexing projects during the year, as set out in the introduction, concentrated in the main on ensuring that the collections were ready to move and, once moved, would be locatable and accessible.

Box lists were prepared for those collections for which this had not yet been done, and a union list of all box lists compiled. This allows searches to be made across over 17,500 references in more than 40 collections, providing an unprecedented level of intellectual control over our holdings. The re-cataloguing of the main reference library to the computer catalogue was completed, while re-cataloguing of reserved pamphlets and press cuttings files progressed. Over 4,000 printed matter references were added to the catalogue during 2004. The card catalogue continues in use, in particular for the drawings collections, but has been reorganised and reduced in size (to less than one-third of its original extent) to reflect the increased content of the computer catalogue.

The reserved book collections were weeded. Material not required was de-accessioned and distributed to a variety of suitable institutions including the architecture libraries of University College Dublin and the Dublin Institute of Technology, the National Museum and Trinity College.

The public access, staff access and data input interfaces to the computer catalogue were fully re-designed during the year, as were the query screens for the Biographical Index of Irish Architects.

#### Conservation:

Upgrading of boxes and folders as part of the overall preparation of collections for transfer to No. 45 took place throughout the year. Glass plate negatives and slides were all re-housed in four-flap folders and placed in new specialist boxes. Thanks to the support of the Heritage Council, over 40 items from the collections

were treated by a professional conservator to prepare them for inclusion in the opening exhibition in No. 45. This work included flattening, surface cleaning, tear repair, removal of acidic backing material and window mounting each item for display.

### **Biographical Index of Irish Architects:**

A major mile-stone was reached on this project during 2004. Ann Martha Rowan finished working through the Alfred Jones files of biographical material, the core information source for the project. There are now in excess of 5,900 individual architects or architectural firms listed in the database and in excess of 38,660 building references. Already the most heavily used resource in the Archive, the development of a new user interface will for the first time allow readers and researchers in the Archive's reading room to access the Index themselves. This is the first step in a process which the Archive hopes will see the Index accessible on the internet.

Work is now proceeding on incorporating into the database material which has become available since the project began, and on editing the data already entered.

We are grateful for 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 2004.

We are very concerned that for the second year we have recorded a deficit in our accounts. In 2004 this was largely due to the costs of our move to No. 45. During

the coming year the Archive will have to engage in discussions with all our supporters, public and private, to ensure our books are balanced in 2005.

The Archive would like to acknowledge the support of the Department of Arts, Sport and Tourism whose substantial grant-in-aid is so essential in helping the Archive 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 non-governmental organisations and the private sector has always been a key element in the Archive's financial well-being. Support received in 2004 from Bord Gáis, Ove Arup, the Gilbert Butler Foundation and the Heritage Council is acknowledged with thanks.

The Archive has continued during 2004 to seek special assistance from the private sector for special projects. 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 McNamara Ltd, Pierse Ltd and John Sisk & Son Ltd, some 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*

The directors submit their report and the financial statements for the year ended 31 December 2004.

**Results for the year**

	2004	2003
	€	€
Income for the year	400,766	432,408
Expenditure for the Year	<u>(432,089)</u>	<u>(453,516)</u>
(Deficit) of Income over Expenditure	<u><u>(31,323)</u></u>	(21,108)

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. Richard Oram, Mr. John Redmill, Mr. Michael Webb

**Directors' Shareholdings Interest**

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

**Health and Safety of Employees**

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 them 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 - 2003. 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 45 Merrion Square, Dublin 2.

**Auditors**

The Auditors, Duignan Carthy O'Neill, have indicated their willingness to continue in office in accordance with the provisions of Section 160(2) of the Companies Act, 1963.

On behalf of the Board

Michael Webb  
DIRECTOR

Joanna Finegan  
DIRECTOR

DATE  
10 August 2005

## AUDITORS' REPORT TO THE SHAREHOLDERS OF THE IRISH ARCHITECTURAL ARCHIVE

---

We have audited the financial statements on pages 10 to 14 which have been prepared under the historical cost convention and the accounting policies set out on page 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 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 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 matters so recorded.

Except for the foregoing in our opinion the financial statements on pages 6 to 11 which have been prepared under the historical cost convention, give a true and fair view of the state of the Company's affairs as at the 31 December 2004 and of its loss for the year then ended and have been properly prepared in accordance with the Companies Acts 1963 to 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 there was 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: 10 August 2005

## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2004

---

	NOTES	2004 €	2003 €
Income		400,766	432,408
Staff Costs	2	(294,885)	(255,025)
Depreciation		(17,744)	(22,438)
Interest Payable and similar charges	3	(311)	(197)
Other Expenses		(119,149)	(175,856)
Deficit of Income over Expenditure	4	(31,323)	(21,108)
Excess Brought Forward at 1 January		365,201	386,309
Excess Carried Forward at 31 December		<u>333,878</u>	<u>365,201</u>

Michael Webb  
DIRECTOR

Joanna Finegan  
DIRECTOR

DATE  
10 August 2005

BALANCE SHEET AT 31 DECEMBER 2004

---

	NOTES	2004 €	2003 €
<b>ASSETS EMPLOYED:</b>			
<b>FIXED ASSETS:</b>			
Tangible Assets	5 (a)	19,173	22,993
Archive Collection	5 (b)	386,197	378,945
		<u>405,370</u>	<u>401,938</u>
<b>CURRENT ASSETS</b>			
Debtors: amounts falling due within one Year		1,202	1,687
Cash at Bank and in Hand		11,193	31,032
		<u>12,395</u>	<u>32,719</u>
<b>CREDITORS: amounts falling due within one year</b>	7	<u>(21,484)</u>	<u>(7,053)</u>
<b>NET CURRENT LIABILITIES</b>		<u>(9,089)</u>	<u>25,666</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>396,281</u>	<u>427,604</u>
<b>CREDITORS: Amounts falling due after more than one year</b>	8	<u>(62,403)</u>	<u>(62,403)</u>
		<u>333,878</u>	<u>365,201</u>
<b>EXCESS CARRIED FORWARD</b>		<u>333,878</u>	<u>365,201</u>

Michael Webb  
DIRECTOR

Joanna Finegan  
DIRECTOR

DATE  
10 August 2005

1. ACCOUNTING POLICIES

1.1 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

1.2 GRANTS

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

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

1.3 TAXATION

The Company is exempt from taxation.

1.4 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.

1.5 STOCK

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

2. STAFF COSTS

Number of employees

The average number of persons employed by the Company in the financial year was 8 (2003– 7) and is analysed as follows:

	2004	2003
	No.	No.
Administration	3	3
Project Staff	4	3
Cleaning Staff	1	1
	<u>8</u>	<u>7</u>

	2003	2002
	€	€
Wages and Salaries	266,327	230,349
Social Welfare Costs	28,558	24,676
	<u>294,885</u>	<u>255,025</u>

3. INTEREST PAYABLE TO SIMILAR CHARGES

	2004	2003
	€	€
Bank Interest and Charges	<u>311</u>	<u>197</u>

4. DEFICIT OF EXPENDITURE OVER INCOME

	2004	2003
	€	€
The deficit of income over expenditure has been arrived at after charging the following:		
Depreciation of tangible assets	17,744	22,438
Auditors' remuneration	4,000	3,700
Costs associated with moving office	<u>41,899</u>	<u>—</u>

---

5. FIXED ASSETS

	2004	2003
	€	€
(A) Office Equipment		
Cost		
At 1 January 2004	199,967	198,247
Additions	<u>13,924</u>	<u>1,720</u>
At 31 December 2004	<u>213,891</u>	<u>199,967</u>
Accumulated Depreciation		
At 1 January 2004	176,974	154,536
Charged for year	<u>17,744</u>	<u>22,438</u>
At 31 December 2004	<u>194,718</u>	<u>176,974</u>
Net Book Value	<u>19,173</u>	<u>22,993</u>
(B) Archive Collection		
Cost		
At 1 January 2004	378,945	367,494
Additions	<u>7,252</u>	<u>11,451</u>
At 31 December 2004	<u>386,197</u>	<u>378,945</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 1.1.

---

6. STOCKS

A stock of books did exist as at 31 December 2004. 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)

	2004	2003
	€	€
PAYE/PRSI	8,046	—
Accruals	13,438	7,053
	<u>21,484</u>	<u>7,053</u>

8. **CREDITORS**

(Amounts falling due after more than one year)

	2004	2003
	€	€
Capital Grants (See Note i)	<u>62,403</u>	62,403
	<u>62,403</u>	<u>62,403</u>
(i) <b>Capital Grants</b>		
Received at 1 January	94,524	94,524
Received during the year	—	—
At 31 December	<u>94,524</u>	<u>94,524</u>
Released to Income and Expenditure Account		
At 1 January	32,121	32,121
Released during the year	—	—
At 31 December	<u>32,121</u>	<u>32,121</u>
Net Book Amount:		
2004	<u>62,403</u>	62,403
2003	<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 1.1.

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 1.2.

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 2004

---

	Appendices	2004 €	2003 €
INCOME	1	400,766	432,408
EXPENDITURE	2	<u>(432,089)</u>	<u>(453,516)</u>
DEFICIT OF INCOME OVER EXPENDITURE		<u><u>(31,323)</u></u>	<u>21,108</u>

---

APPENDIX 1 INCOME FOR THE YEAR ENDED 31 DECEMBER 2004

	2004 €	2003 €
<b>GRANTS IN AID</b>		
Department of Arts, Heritage, Gaeltacht & Islands	300,000	280,000
Office of the Public Works	15,000	15,000
Department of the Environment	32,000	30,349
	<u>347,000</u>	<u>325,349</u>
<b>CORPORATE SUPPORT</b>		
Pierse Contracting Limited	7,000	-
McNamara Limited	-	7,000
Bord Gais	1,270	1,270
Ove Arup	1,270	1,270
	<u>9,540</u>	<u>9,540</u>
<b>DONATIONS AND OTHER GRANTS</b>		
Sundry Donations	11,718	10,486
Heritage Council	6,500	8,000
	<u>18,218</u>	<u>18,486</u>
<b>COMMISSIONED WORK AND EXHIBITIONS</b>		
Sundry Reports	<u>12,000</u>	<u>63,524</u>
<b>SALES AND PRINT SCHEMES</b>		
Sale of Photographs	11,854	9,723
Sale of Photocopies	356	2,149
Book Sales	215	1,910
	<u>12,425</u>	<u>13,782</u>
<b>OTHER INCOME</b>		
Interest Received	1,583	1,727
	<u>1,583</u>	<u>1,727</u>
<b>TOTAL INCOME</b>	<u>400,766</u>	<u>432,408</u>

APPENDIX 2 EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2004

	2004 €	2003 €
<b>PREMISES AND EQUIPMENT</b>		
Depreciation of Office Equipment & Furniture	17,744	22,438
Insurance	14,263	12,308
Light & Heat	5,046	6,232
Telephone	5,858	4,782
Repairs & Maintenance	1,607	1,206
	<u>44,518</u>	<u>46,966</u>
<b>STAFF</b>		
Wages	<u>294,885</u>	<u>255,025</u>
<b>CONSERVATION</b>		
Repairs	3,506	5,040
Equipment and supplies	4,995	6,886
	<u>8,501</u>	<u>11,926</u>
<b>SUPPLIES</b>		
Stationery	249	617
Photocopier Expenses	3,180	1,827
Computer Expenses	3,528	2,701
Postage	816	874
	<u>7,773</u>	<u>6,019</u>
<b>FINANCIAL EXPENSES</b>		
Audit, Accountancy and Secretarial Fees	6,063	5,771
Bank Interest & Charges	311	197
	<u>6,374</u>	<u>5,968</u>
<b>TOTAL CARRIED FORWARD</b>	<u><u>362,051</u></u>	<u><u>325,904</u></u>

APPENDIX 2 EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2004

---

	2004 €	2003 €
<b>TOTAL BROUGHT FORWARD</b>	<b>362,051</b>	<b>325,904</b>
<b>PHOTOGRAPHY, COMMISSIONS AND PROJECTS</b>		
Design & printing of Office of Public Works Book	–	63,524
Photograph I.A.A.	7,636	41,246
Photographic Orders	4,856	5,420
	<u>12,492</u>	<u>110,190</u>
<b>MISCELLANEOUS</b>		
Design and printing of annual report	4,489	4,343
Travel & Entertainment	4,569	4,517
Fire Safety & Security	2,737	3,671
Sundry	3,268	3,892
Subscriptions & Publications	584	999
	<u>15,647</u>	<u>17,422</u>
<b>MOVING COSTS</b>		
Costs associated with moving office	41,899	–
<b>TOTAL EXPENDITURE</b>	<b><u>432,089</u></b>	<b><u>453,516</u></b>



*Architectural details and view – 45 Merrion Square*



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