

The Irish Architectural Archive

A Company Limited by Guarantee

and not having a Share Capital

Directors' Report and Financial Statements

for the year ended 31 December 2018

Registration Number 54867

**84 Northumberland Road
Dublin 4**

**Duignan Carthy O'Neill Limited
Chartered Accountants
Registered Auditors**

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Chairman's Introduction

On Friday 22 June 2018 an event occurred with might be taken as talismanic for the past year in the Irish Architectural Archive. At a Commencements ceremony held in the Public Theatre, Ann Martha Rowan, creator and editor of the Dictionary of Irish Architects, received an honorary degree from Trinity College, Dublin. The citation read as follows:

'Ann Martha Rowan served as Archivist in the Irish Architectural Archive for more than thirty years. During this time, she single-handedly initiated and completed the Dictionary of Irish Architects, which was an enormous accomplishment and produced "one of the most valuable pieces of research in Irish Archival history" to quote her nominators. The Dictionary, which is openly available online, contains over 6,700 entries for the period 1720-1940, each containing a biography of the architect, a list of his/her buildings (covering 49,000 buildings on the island of Ireland) and a bibliography. It has been described as "transformative" to the history of Irish architecture and has been universally praised for comprehensiveness and impeccable academic standards. This pioneering project is a great success story for the Digital Humanities.'

The Commencements was presided over by University Chancellor Mary Robinson in the presence of Provost Patrick Prendergast. Other honorary degree recipients included Tony Scott, James Harris Simons, Hillary Rodham Clinton and Paul Drechsler. The Archive staff attended, as did I in my capacity as Chairman. Both the Archive's Honorary Presidents - Edward McParland and Nicholas Robinson - were also there.

College Public Orator, Professor Anna Chahoud, delivered an encomium in Latin, part of which read (in paraphrase and translation): 'If you search for a modern account of Irish architecture, you will find none worthier of reverence than the work of Ann Martha Rowan, faithful historian of the Irish built landscape. Of gentle, modest, retiring nature, she has erected an imposing monument, achieving for the country what Sir Howard Colvin did for British architecture... On coming to Ireland, she has worked for over thirty years (and still works) in the Irish Architectural Archive, the splendid temple to Irish architecture erected in Merrion Square forty-two years ago, with which the College has such close connections. It was in the Archive that she came upon the treasure left by the eminent architect Alfred Gresham Jones. She transformed, and enormously enlarged, that wealth of material into a detailed, accurate, comprehensive biographical index of architects, builders and craftsmen, covering nearly fifty thousand buildings in our island. The Dictionary of Irish Architects 1720-1940 is not only immensely authoritative; it is a democratic masterpiece of Digital Humanities... In recognition of her faithful and generous service to the country, the University is proud to bestow on her the title of Master of Letters'.

All of us associated with the Archive are extremely proud of Ann Martha's achievements. We have known for some time that the DIA has fundamentally changed the nature of architectural history research in Ireland. We are proud of this flagship project in and off itself, but proud too because it is a tangible expression of the vast resources which the Archive has accumulated, preserved and made publically accessible over the past four decades. And this work continues, as the report below sets out, with 2018 proving itself to have been another year of achievement across the full range of activities from acquisition to governance, from digitisation to exhibitions.

Michael Webb,
Chairman
May 2019

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DUIGNAN CARTHY O'NEILL LIMITED

Directors	Michael Webb	(Chairman)
	Malcolm Alexander	(Secretary)
	Anne Casement	
	Ron Cox	(Resigned 9 May 2017)
	William Cumming	
	Honora Faul	(Resigned 9 May 2017)
	John Graby	(Resigned 9 May 2017)
	Aideen Ireland	(Resigned 9 May 2017)
	Aidan O'Connor	
	Ciaran O'Connor	
	Michael O'Doherty	(Resigned 9 May 2017)
	Toal OMuiré	
	Shane O'Toole	
	Carole Pollard	
	John Redmill	(Resigned 9 May 2017)
Grainne Shaffrey	(Appointed 9 May 2017)	

Secretary	Malcolm Alexander
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Company Number	54867
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Registered Office	45 Merrion Square Dublin 2
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Auditors	Duignan Carthy O'Neill Limited Chartered Accountants & Registered Auditors 84 Northumberland Road Dublin 4
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Bankers	Allied Irish Bank Plc. 1 Lower Baggot Street Dublin 2
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Solicitors	Eugene F Collins 3 Burlington Road Dublin 4
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Directors' Report
for the year ended 31 December 2018

The directors submit their report and the financial statements for the year ended 31 December 2018.

1. Principal Activity

The principal activity of the Irish Architectural Archive (the Archive) is collecting, preserving and making accessible to the public all kinds of documents which yield information on the buildings of Ireland.

2. Results

The Statement of Financial Activities for the year ended 31 December 2018 and Balance Sheet as at that date are set out on pages 25 & 26. The net income amounted to €89,175 (2017: €111,133). A nil charge to taxation arose and accordingly an amount of €89,175 was credited to reserves.

3. Purpose and Objectives

The Irish Architectural Archive was established in 1976 to collect and preserve material of every kind relating to the architecture of the entire island of Ireland, and make it available to the public.

Architectural archives constitute an important element of cultural heritage. They record how our constructed environment was designed, created, built, managed, and used. In some cases, they contain the only record of lost buildings and of un-built projects.

As the International Council on Archives Section on Architectural Records constitution notes 'increasing access to more and better authentic architectural records can be a powerful strategy for:

- improving the quality of technical and administrative performance and reinforcing culture and identity;
- enhancing public awareness of the quality of architecture and the built environment and the importance of protecting architectural heritage;
- promoting scientific and technical research on architecture and allied fields;
- encouraging the use of records and archives as resources for education and cultural fruition.'

To achieve its core objectives, the Archive acquires records relating to Irish architecture, architects and buildings, preserves those records by housing them in appropriate archival containers and storing them securely, catalogues the records to facilitate public access and use, and provides that public access both directly in its reading room in 45 Merrion Square, and through its exhibitions programme and related activities.

4. Structure

The Irish Architectural Archive is a private company limited by guarantee (Company Number: 54867). It has charitable status (CHY6240) and is registered with the Charities Regulatory Authority (20010843).

4.1 Members

The Archive, as a corporate entity, has a body of ordinary members. These constitute a wide community of interested parties including architects, architectural historians, developers, planners, builders, designers, and researchers. Invitations to become a member of the Archive are issued at the discretion of the board. Membership of the Irish Architectural Archive brings with it no financial or other obligations. Members receive information about the Archive, including the annual accounts, and are entitled to attend the AGM and other meetings which might be called and to vote on the adoption of the Archive's accounts or on any other resolutions which might be placed before such meetings. Less formally, they have an opportunity to assess the progress of the Archive and to raise issues which they feel need to be addressed.

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4.1 Members (contd...)

In 2018 the membership of the Archive comprised the following: Malcolm Alexander, Marcus Beresford, Amanda Bone, Paddy Bowe, Gary Boyd, David Browne, Merritt Bucholz, Paddy Cahill, Hugh Campbell, Andrew Carpenter, Anne Casement, Christine Casey, Edward Cassidy, Paul Clarke, Patrick Cooney, Ron Cox, Ann Cuffe Fitzgerald, William Cumming, Gus Cummins, Sheelagh Davis-Goff, David Davison, Shane de Blacam, Manus Deery, Ruth Delany, Terence Dooley, Charles Duggan, Tom Dunne, Austin Dunphy, David Evans, Michelle Fagan, Yvonne Farrell, Honora Faul, Joanna Finegan, Miriam Fitzpatrick, Elizabeth Francis, Niall Gaffney, Raymond Gilmore, Lisa Godson, Jennifer Goff, Robert Goff, John Graby, David Griffin, Desmond Guinness, Mary Hanna, Peter Hanna, Peter Harbison, Bill Hastings, Richard Haworth, Michael Hayes, Máire Henry, Arthur Hickey, Donal Hickey, Graham Hickey, Roger Hill, Susan Hood, James Horan, James Howley, Livia Hurley, Sarah Ingle, Aideen Ireland, Kathleen James-Chakraborty, Loughlin Kealy, Merlo Kelly, Paul Keogh, Peter Langford, Paul Larmour, Karen Latimer, J. Owen Lewis, Alistair Lindsay, Conor Lucey, Hugh Maguire, Robin Mandal, John Martin, Fionnuala May, Camilla McAleese, Muriel McCarthy, Patricia McCarthy, Robert McCarthy, Kevin McCartney, Joy McCormick, Michael McGarry, Clare McGrath, James McGuire, Ruth McManus, Shelley McNamara, Edward McParland, John Meagher, Jeanne Meldon, Robert Miles, Paul Mitchell, Peter Murray, David Newman Johnson, Robert O'Byrne, Eoin O Cofaigh, John O'Connell, Sandra O'Connell, Aidan O'Connor, Ciaran O'Connor, Joan O'Connor, Michael O'Doherty, Rory O'Donnell, Brendan O'Donoghue, Frederick O'Dwyer, Finola O'Kane Crimmins, Sean O Laoire, Toal O Muiré, Cathal O'Neill, John O'Regan, Shane O'Toole, John Olley, Peter Pearson, James Pike, Carole Pollard, Homan Potterton, Anthony Reddy, John Redmill, Raymond Refaussé, Finola Reid, Nicholas Robinson, Ken Rohan, Angela Rolfe, the Earl of Rosse, Sean Rothery, Susan Roundtree, Alistair Rowan, Ann Martha Rowan, Ellen Rowley, Siobhán Sexton, Gráinne Shaffrey, Patrick Shaffrey, Nicholas Sheaff, Helen Shenton, Anngret Simms, James Slevin, Steven Spier, Roger Stalley, Michael Tallon, John Tuomey, Stephen Vernon, Nathalie Weadick, Brian Walker, Geraldine Walsh, Peter Walsh, Michael Webb, Primrose Wilson, Richard Wood.

The Archive AGM was held on 8 May 2018.

4.2 Board

The Archive is governed by a board of directors, elected by the members and led by a chairman elected by the board. The board reports annually to the membership. The board must include the Chairman of the Commissioners of Public Works or his/her appointee, and the President of the Royal Institute of the Architects of Ireland. In addition, the Minister for Culture, Heritage and the Gaeltacht may appoint in a personal capacity, with the consent of the directors, one person as director. The board may include up to nine other persons whose membership will enhance the profile of the board or further the objectives of the Archive.

Board members serve for one fixed three-year term which may be renewed once.

In 2018 the board members were: Michael Webb (Chairman), Malcolm Alexander (Company Secretary), David Browne, Anne Casement, William Cumming, Aidan O'Connor, Ciaran O'Connor, Toal O Muiré, Shane O'Toole, and Gráinne Shaffrey.

The board met on five occasions in 2018.

In line with revisions to the Memorandum and Articles of Association adopted in 2016 Malcolm Alexander will retire at the AGM in 2019. Mr Alexander is eligible for reappointment for one further three year term (ending AGM 2022).

There are currently three board committees:

Audit Committee: In 2018 the members of the Audit Committee were William Cumming (Chairman), Aidan O'Connor and Toal O Muiré. The Committee met on two occasions, including a meeting with the external auditors without the presence of Archive management.

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4.2 Board (contd....)

Collection Development Committee: In 2018 the Collection Development Committee members were Shane O'Toole (Chairman), Honora Faul (NLI), Emma Gilleece, Aideen Ireland and Paul Larmour and Frederick O'Dwyer. The committee met on three occasions.

Governance Committee: In 2018 the members of the Governance Committee were Malcolm Alexander (Chairman), Anne Casement and Aidan O'Connor. The Committee met on two occasions.

Policies and procedures for the identification, induction and training of directors are detailed in the Archive's Board Handbook.

The Archive is compliant with the voluntary Governance Code for Community, Voluntary and Charitable Organisations, and is approaching full compliance with the Charities Regulatory Authority's new Charities Governance Code.

4.3 Staff

The Archive has a staff complement of five, led by CEO Colum O'Riordan. Day-to-day management is delegated to the CEO who reports to every meeting of the board. The other staff members are Aisling Dunne (archivist and reading room supervisor), Anne Henderson (administrative officer), Simon Lincoln (exhibitions and outreach officer) and Dr Eve McAulay (archivist).

Staff members represented the Archive or served in a personal capacity on the board of the Buildings of Ireland Charitable Trust (Colum O'Riordan), DRI Stakeholders Group (Colum O'Riordan), the Friends of the National Collections of Ireland (Colum O'Riordan), the International Council on Archives Section on Architectural Records (ICA/SAR) (Colum O'Riordan), and the Merrion Square Innovation Network Steering Committee (Simon Lincoln).

Colum O'Riordan attended Beyond 2022: Ireland's Virtual Record Treasury symposium, TCD (8 Feb); Setting the standard in materials and craftsmanship: The Museum Building of Trinity College Dublin symposium, TCD (9 Feb); the Shaping the Future - Urban Regeneration and Adaptive Reuse: Towards Developing a Culture of Innovation and Design conference, Dublin Castle (9 March); the Department of Culture, Heritage and the Gaeltacht A6 meeting, Hunt Museum, Limerick (10 June); the Irish Architecture Foundation Strategy Forum (10 July); an IRMS/ARAI Copyright and Data Protection Seminar, RIA (18 Sept); the Preserving the past for the future seminar to mark the 90th anniversary of the foundation of the Irish Manuscripts Commission in 1928, IMC (17 Oct); the Simms 120 conference, DCC (19-20 Oct); the Getting Real: Practical Challenges of Digital Preservation seminar, NLI (29 Nov); and a meeting of the International Council on Archives Section on Architectural Records (ICA/SAR) committee in Venice which afforded an opportunity to visit the Venice Biennale curated by Grafton Architects. He presented a case-study on the Archive's passive archival stores at the Passive Aggressive? - Changing the Climate in Archival and Museum Storage conference, NGI (25 Oct).

Simon Lincoln attended the Setting the standard in materials and craftsmanship: The Museum Building of Trinity College Dublin symposium, TCD (9 Feb); an IAF stakeholder strategy meeting (4 July); the Evaluating the Historic Urban Landscape: Parnell Square and the Rotunda Hospital conference, Rotunda Hospital (29 Nov) and lectured on the IPAV Fine & Decorative Arts course (Sept).

Aisling Dunne attended the Famous but Forgotten? Two distinguished Irishmen in Early Georgian Dublin seminar, Mansion House (14 March); and the Preserving the past for the future seminar to mark the 90th anniversary of the foundation of the Irish Manuscripts Commission in 1928, IMC (17 Oct).

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Dr Eve McAulay attended the Archives and Records Association Excel for Archivists course (27 March); the Last Century - More Than Concrete Blocks: Dublin city and suburbs in the 20th century seminar, DCC (27 Sept); the Digital Repository of Ireland A Future for Digital Records in Local Authority Services seminar, RIA (12 Oct); and the Preserving the past for the future seminar to mark the 90th anniversary of the foundation of the Irish Manuscripts Commission in 1928, IMC (17 Oct). She contributed a chapter to the Cherishing Heritage Preserving Community; Celebrating 50 years of the Upper Leeson Street Area Residents' Association, Fiona Slevin ed., Dublin, 2018.

Ann McNicholl, who began volunteering with the Archive in January 2017, continues to work one day per week checking and correcting entries in the Persons/Institutions dataset of the Archive's main catalogue.

The Archive provided three short-term work placements for individuals intending to apply for the MA in Archival Studies course in UCD. Emily Steward, An US intern, worked with the Archive from June to August 2018, while Giulia Bernasconi, a graduate archivist from Rome, completed an extended placement in May 2018.

Following seven years of pay reduction and stasis, an element of pay restoration began in 2015. Further half-increment increases were allowed in 2016, 2017 and 2018. This will continue in 2019.

5. Activities

5.1 Acquisitions

The Accessions Register for 2018 contains 117 entries, the vast majority of which were received through the generosity of owners willing to donate material or place items on long-term loan.

The following individuals generously donated or loaned material during 2018: Malcolm Alexander, Roderick Ashtown, Brian Bohill, Marie Bourke, Anne Marie Brennan, David Browne, Paddy Cahill, Edward Cassidy, Althea Chandler, Roger Coleman, Tom Conlon, Dougal Cousins, Ron Cox, Margaret Cullen, William Cumming, Bernadette Cunningham, J. A. K. (Dixie) Deane, Vincent Delany, Malachai Duddy, Roger Dunwoody, Honora Faul, John Gibney, Brendan Grimes, Anne Henderson, Martin Henihan, Donal Hickey, James Horan, Charles Horton, Livia Hurley, Kathleen James-Chakraborty, Paul Keatinge, Emily Lane, Ann Lynch, John Lynch, Sean Lynch, C. Garry Lyons, Fergal MacCabe, Nuada MacEoin, J.B. Maguire, Katherine McClatchie, Frank McDonald, Beryl McDonnell, Jeanne Meldon, Lynda Mulvin, John O'Regan, Jim O'Rourke, Shane O'Toole, Kieran Owens, Irwin Pearson, Helene Petersen, Margaret Quinlan, Louise Rodden, Eileen Ross, Grellan Rourke, Alistair Rowan, Ann-Martha Rowan, Anita Rumbold, Chris Ryan, Michael Tierney, Robert Towers, Thomas Wall, Primrose Wilson.

The following organisations are also thanked for their donations: the Architectural Association of Ireland, Four Courts Press, Galway Mayo Institute of Technology, Grafton Architects, Hamilton Young Associates, Health Services Executive (HSE), the Irish Georgian Society, the Irish Manuscripts Commission, JSA Architects, Kavanagh Tuite Architects, Laois County Council, Lilliput Press, Murphy Devitt Stained Glass Studios, the National Inventory of Architectural Heritage, Office Of Public Works, the Representative Church Body, Shaffrey Associates Architects, Stewarts Care Ltd, the Upper Leeson Street Area Residents' Association.

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

Drawings

- * Drawings by A.W.N. Pugin and George Ashlin. Donated by Roger Coleman (2018/1).
- * Watercolour perspective by J.H. Watson of proposed church, Sallynoggin, Co. Dublin, by Foley and O'Sullivan architects, Grafton St, Dublin, May 1923. Donated by Tom Conlon (2018/9).
- * Carroll & Batchelor drawings for house at Greystones for George N. Jacobs (Moorlands House, Whitshed Road, Greystones, Co. Wicklow), 1901 (copies). Donated by Hamilton Young Architects (2018/27).
- * R. Vincent Fitzgerald collection. Donated by Beryl McDonnell (2018/30).
- * Watercolour drawings by Fergal MacCabe of planning schemes by Frank Gibney prepared for MacCabe's book on Gibney. Donated by Fergal MacCabe (2018/33).
- * Drawing of Crosses Green and Elizabeth Fort, Cork, by Brian Lalor with Lalor's books of drawings of Cork and Dublin. Donated by Marie Burke (2018/77).
- * Margaret Quinlan Architect collection. Donated by Margaret Quinlan (2018/81).
- * Drawings for various buildings containing stained glass produced by Murphy Devitt Stained Glass Studios. Donated by Murphy Devitt (2018/82).

Photographs

- * Photographs of Dublin docklands, 1991. Donated by JSA Architects (2018/4).
- * Dougal Cousins Photographic collection. Donated by Dougal Cousins (2018/5).
- * Thomas Wall collection of photographs (with pamphlets and press cuttings) relating to Irish engineering. Donated by Thomas Wall (2018/23 and 2018/63).
- * Church of Ireland Stained Glass Survey - duplicate complete set of record colour 35mm slides by David Lawrence. Donated by the RCBL (2018/37).
- * Popoff-Nugent photograph albums, c. 1899-c. 1924. Donated by Anita Puigcerver-Rumbold (2018-55).
- * Booklet of postcards (6) of St Mary's Dominican Convent, Cabra, Dublin. Donated by Malcolm Alexander (2018/74).
- * Sheridan Tierney collection. Donated by Michael Tierney (2018/87).
- * Andrew Cullen, builder, collection. Donated by Margaret Cullen (2018/94).
- * Drawings and related material, inc. site photographs, for an extension to the rear of Glasthule Lodge, Adelaide Road, Glenageary, Co Dublin, by Kevin Kieran, 1997. Donated by Louise Rodden (2018/113).

Manuscripts

- * Daniel Robertson's letters to Charles H. Doyne, Wells, Co. Wexford, 1841. Donated by Alistair Rowan (2015/6).
- * Smith and Pearson collection. Donated by Irwin Pearson (2018/16).
- * Harcourt Terrace planning files (correspondence, press cuttings and photographs) compiled by Rico and Eileen Ross, 1970s-1980s. Donated by Eileen Ross (2018/44).
- * Correspondence, with related documents, between Oscar Richardson, Chief Architect, Dept. Education, and Paul Cullen, Special Advisor to the Minister, Dept Labour, re EEC Architects Directive (Mutual Recognition), 1986. Donated by John B. Maguire (2018/71).
- * Ticket for the 'Board of Works Gallery', Dublin Castle, 1780, with letter from Maurice Craig to Emily Lane re same, 1978. Donated by Emily Lane (2018/85).
- * Bill of quantities and specification for new church, Charleville, Co. Cork, by Maurice A. Hennessy, architect, Feb 1898, with copy of competition conditions for the church. Donated by John G. Lynch (2018/86).
- * Uinseann MacEoin collection - press cuttings, notes and correspondence. Donated by Nuada MacEoin (2018/107).

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Printed matter (books, pamphlets, periodicals and reports)

- * Complete and Practical Treatise upon Plumbing and Sanitation, George B. Davis and Frederick Dye, Spons, London, 1898. Workshop Receipts for Manufacturers and Scientific Amateurs, Vol. I-IV, Spons, London, 1909. Donated by Roger Dunwoody (2018/10).
- * Hospitals and Asylums of the Works; Their Origin, History, Construction, Administration, Management and Legislation. Portfolio of Plans, Henry C. Burdett, London, 1893. Includes Thompson Memorial Home for Incurables, Lisburn, Co. Antrim. Donated by Paul de Freine (2017/20).
- * Monograph on Cormac's Chapel, Cashel, Co. Tipperary, Arthur Hill, 1874. From the estate of Prof M.J. O'Kelly, Professor of Archaeology, UCC (2018/29).
- * OPW annual reports, 1902 and 1903. Donated by Grellan Rourke (2018/35).
- * Derry Clergy and Parishes, Rev. James B. Leslie, Enniskillen, 1937. Donated by Ann Martha Rowan (2018/39).
- * Books ex libris Robert Smyth, architect (d. 2017). Donated by the Robert Smyth estate (2018/64).
- * Collection of publications, reports, correspondence etc re Irish architecture, including a large accumulation of reports etc re Temple Bar. Donated by Frank McDonald (2018/78).
- * Freespace: Catalogue of the Venice Biennale 2018, and publications associated with Free Market, the Irish exhibition at the 2018 Biennale. Donated by Grafton Architects (2018/79).
- * Books ex libris John J. Robinson and Frederick Browne. Donated by David Browne (2018/96).
- * Jack O'Hare: Taliesen to Waterford. Private Commissions, Helene Petersen, BA Thesis (TCD), 2012. Donated by Helene Petersen (2018/114).

Model

- * Berkeley Library, TCD. Model by Donal Hickey and students, 2017. Loaned by Donal Hickey (2018/21).

Other

- * Videos of the demolition of St Paul's Lodge, Bray, Co. Wicklow, a J. F. Fuller building. Donated by Malachai Duddy (2018/34).
- * Picture frame designed by A.W.N. Pugin to hold a portrait of his late wife, Louisa. The frame bears a Talbot family motto (Prest d'Accomplir) and the date of Louisa's funeral (30 August 1844). Donated by Jeanne Meldon (2018/54).
- * Office furniture designed by Stephenson Gibney Architects for Mount Street Lower offices (Bord Baine HQ), 1970s. Donated by Kavanagh Tuite Architects (2018/66).
- * Medal issued to John Joseph Robinson marking his role as official architect to the Eucharistic Congress, 1932. Donated by David Browne (2018/95).
- * The Institution of Production Engineers Republic of Ireland Chairman's Chain of Office. Donated by Garry Lyons (2018/98).
- * Dreaming Squares, a film on Ronnie Tallon by Paddy Cahill and Shane O'Toole. Donated by Paddy Cahill (2018/109).

Also received over the course of the year were additions to the Reg Chandler collection (2017/15), the Fitzgerald Kavanagh collection (2017/61), and the J.F. Keatinge and Sons collection (2010/107).

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5.2 Photography

The Archive is mandated by its Articles of Association to record Ireland's architecture. To accomplish this, the Archive undertakes, on an ongoing basis, a programme of record photography. This is focused in the first instance on reactive or emergency photography to record buildings in danger of substantial alteration or demolition. The Archive's Survey Work Policy Statement sets out the parameters governing these activities.

In 2016 the programme resumed, following a hiatus imposed for a variety of reasons including financial. Photography is guided by the Archive's Collections Development Committee, one of the functions of which is to make recommendations regarding possible buildings/areas where photography is required.

In 2018 Goffs Bloodstock Sales Ltd, The Paddocks, Kill, Co. Kildare, was recorded as was the Dublin Diocesan Seminary complex at Clonliffe. Both of these surveys were carried out by Paul Tierney. In addition, as part of the court houses project which the Archive is undertaking with the OPW and the Courts Service, a number of court houses in Cork, Kerry, Laois, Meath, and Offaly were recorded by Paul Tierney and Denis Mortell.

As in previous years, the Archive's own photographic activity was supplemented by the acquisition of photographic material (some of which are listed above), and by the copying of photographs made available to the Archive for this purpose.

5.3 Digitisation

Thanks to the support of the Department of Culture, Heritage and the Gaeltacht, and a very generous donation from the Cuffe family, the Archive was able to install a large format scanner in April 2018. The equipment consists of a Microbox X71 camera, a compatible LED lighting system suitable for up to A0 material, and a dedicated 1.8m motorised camera stand. A new workstation was added to the computer infrastructure to run the camera, and one of the processing rooms on the second floor now been converted to a digitisation work space.

With equipment already to hand, the new scanner provides the Archive with the capacity to digitise up to 95% of the material in its holdings, from 35mm negatives to nearly A0 sized drawings.

A number of drawings and drawings collections were digitised during the year, including the Townley Hall Collection. The feasibility of digitising the open access photographic collection in the reading room has also been explored. Testing has shown that the digitisation itself can be achieved in a relatively short timeframe. However, a log-jam occurs in the work-flow at the point of ingesting the digital images into the catalogue to provide public access. A work-around solution is being examined to address this issue, and additional resources - in particular staff resources - will be required.

The Archive has made the new equipment available to other institutions and organisations, training their staff in the use of the scanner and allowing them to carry out specific digitisation projects. The Representative Church Body Library was able to complete the digitisation of the architectural drawings held there. Some 1,600 drawings were scanned in six days. Fitzgerald Kavanagh Architects were able to digitise an accumulation of historic drawings in two days.

A scan of a single drawing produced by the new equipment can be up to 250Mb in size and so, as more use of the scanner is being made, increasing pressure is being placed on the Archive's available digital storage capacity. Photographic surveys are now all digital, and the Archive is also accessioning a considerable amount of digital material including photographs and copies of publications and building reports. In addition, the Archive is talking to a number of architectural practices regarding their born-digital records. In the same way as physical space is needed to take in accumulations of paper archives, the Archive needs the storage capacity to acquire these large accumulations of born-digital assets and hold them securely as a first step to cataloguing and making them publicly available.

A digital storage solution has been identified which will address the immediate to mid-term needs. This is the installation of network attached storage (NAS), initially with an operational capacity of 80Tb but expandable in cost effective increments up to 240Tb, with data backed-up regularly to the Archive's own storage array in an Ireland-based ISO27001 compliant data centre. Resources for this solution remain to be identified.

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5.4 Cataloguing

The detailed listings of the Dublin Artisans Dwellings Co. house sales files (2017/69) was completed. A major review of the Raymond McGrath collection was carried out and a new catalogue, incorporating material acquired in a number of accessions over a thirty-year period (accessions 78/30, 2000/126, 2014/118), was produced. The Daniel Robertson letters donated by Alistair Rowan have also been fully catalogued (2018/6).

The Edgeworthstown Collection list was transferred from paper into the online catalogue as was the Charleville Collection list. Preparatory work continued for transferring the PKS Collection list, while sections of the list itself have been incorporated into the catalogue, a project supported by a donation from AECOM.

The following collections were box-listed: the film location photographs donated by Dougal Cousins (2018/5), additions to the Keatinge archive (2018/40), the John O'Connell drawings collection (2013/23), the Popov-Nugent photograph and autograph albums (2018/55) and the Andrew Cullen, builder, collection (2018/94). Work began on the Margaret Quinlan collection (2018/80) and the Uinseann MacEoin papers (2018/107). The listing of the Dublin Civic Trust photographs continues to advance towards completion (2015/74). The cataloguing of the large accumulation of planning reports received from various sources, including An Taisce and the Heritage Council, resumed, but was interrupted by the court house project (see below).

A total of 501 records in the reference library section of the catalogue were entered or edited over the course of 2018. This includes part of the Alistair Rowan collection of architectural publications (2017/50), work on which started in 2018.

The Archive continued to add images to the online catalogue in 2018. By year's end a total of 360 images had been added. However, due to the deployment of staff resources to the court house project (see below), less was achieved in this area than originally planned.

In early 2018 the basic biographical information about individuals in the catalogue, including years of birth and death and a short epithet, were made available to public users. This information had already been entered but was only visible on the administrative side. For architects, the information also includes working hyperlinks to entries to the Dictionary of Irish Architects. Ann McNicholl has been working in a voluntary capacity to 'clean up' this data.

Over the course of 2018, 2,938 users have made 7,314 visits to the catalogue and looked at 63,602 pages of information. These figures exclude users accessing the catalogue from the public terminals in the reading room. The comparable figures for 2017 were 2,980 visitors, 6,273 visits, and 54,645 pages viewed. These figures represent research visits by individuals seeking specific information on the holdings of the Archive.

As reported previously, the contents of the catalogue are not search-engine-accessible. This limit public discovery of the Archive and its holdings. A researcher has to know the Archive exists and has to actively search its catalogue for information on a particular place, person or subject. It remains a target to render the catalogue transparent to search engines. General queries via standard internet search engines will then lead people directly to the relevant catalogue records.

5.5 Dictionary of Irish Architects

Over the course of 2018, there were 64,487 separate individuals who visited the Dictionary of Irish Architects 86,981 times and viewed 214,132 pages of information. The comparable figures for the whole of 2017 are 60,617 visitors, 82,040 visits, and 218,265 pages viewed.

Ann Martha Rowan, the creator and editor of the DIA, continues to work on the project in a purely voluntary capacity, correcting data and inputting new information relevant to the initial time limitations of 1720 to 1940. Ann Martha's work on the DIA was recognised with the presentation of an honorary M.Litt. by Trinity College in June 2018 (see above under Chairman's Introduction).

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5.5 Dictionary of Irish Architects (Contd..)

Since its online publication, the Archive has been endeavouring to progress the DIA by pushing back the start date to 1600 and advancing the end date, progressively, to 2000 (and ultimately beyond). Much ground work has been done in this regard. However, the pressures of existing work commitments on the limited staff time available has forced a redeployment of staff resources, frustrating efforts in this regard. Consequently, the board has come to the conclusion that a deployment of new additional staff resources will be required to advance the project. This is the equivalent of a post-doctoral role in a third-level institution. €25,000 would allow for the appointment of a part-time editor to progress and expand the DIA for a twelve month period. €50,000 would allow this to be a full-time position, which would be more satisfactory. The Archive is actively seeking funding support for the DIA to allow this position to be created and filled.

5.6 Court Houses Project

The Archive is co-operating with the OPW and the Courts Service to produce a book on the court houses of Ireland. The primary Archive contribution will be a new gazetteer of court houses on the island of Ireland. The Archive will also be contributing a significant number of images to the project, and has commissioned new images of court houses (see above under Photography). Indeed, the addition of these images to the collection is one of the incidental benefits of the project to the Archive.

The project has required a significant commitment of staff resources, with a consequent impact on other areas of activity, in particular cataloguing. However, by the end of 2018 the main research phase of the project was complete and the basic gazetteer was drafted. It amounted to over 95,000 words in 658 separate entries. Fact-checking and proofing are continuing, as is image research and digitisation. At year's end, the target publication date was May 2019.

5.7 Public access

The Archive registered 500 new readers in 2018. The total number of registered readers is now 8,907. New and existing readers made 2,169 research visits to the reading room, with a daily average of just over 11.2.

The monthly breakdown was as follows:

Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
230	201	200	172	192	139	175	178	137	210	220	115	2,169

The Archive maintained its normal opening hours unchanged during 2018: 10am to 5pm, Tuesdays to Fridays. Access continued to be provided on Mondays by appointment.

Aside from accessing the books, journals and photographs in the reading room, readers requested access to 1,054 containers (boxes, folders etc) of archival material (drawings, mss, photographs) and reserve-access items of printed matter (pamphlets and press-cuttings files). Forty-five photographic orders were processed, with over 500 digital copies of photographs or drawings supplied, in addition to the copy photography allowed in the reading room.

As well as daily personal introductory sessions for new readers, the Archive provided twenty-three introductory group sessions to some 300 students ranging from first-year undergraduates to postgraduate level over the course of the year.

5.8 Exhibitions

The highlight of the exhibition programme in 2018 was Architecture and the Pattern Book: An exhibition of volumes from the Rowan Collection, featuring selected volumes from the remarkable collection deposited with the Archive in 2017 by Prof. Alistair and Ann Martha Rowan. The Archive's contribution to the national European Year of Cultural Heritage 2018 programme, the fact that the opening in June coincided with Prof. Rowan's 80th birthday made the event all the more auspicious.

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5.8 Exhibitions (Contd..)

Other exhibitions included photographs of, and sounds from, churches and shrines of Loutro and Anopolis on the island of Crete; newly acquired drawings by Augustus Welby Northmore Pugin donated by Roger Coleman; and a remarkable series of painted portraits of homes in Stradbally, Co. Laois, by Mary Burke, brought to the Archive by Laois Arts Officer Muireann Ní Chonnaill. In the autumn, the Archive collaborated with the Italian Cultural Institute to present an exhibition of contemporary Italian architecture.

Commercial exhibitions during the year included two from the Paul Kane Gallery, and a group show featuring works by Mark Coreth, Peter Curling, and Dede Gold.

The full exhibitions programme was as follows:

Memorialising the Sacred: sound and architecture defining the landscape

January - April 2018

The churches and shrines of Loutro and Anopolis, on the island of Crete, define their landscape, creating a very specific and complex network of buildings which, in turn, is a significant part of how local people define who they are and their relationship to where they are. These buildings incorporate remembrance as active memorialising, as part of enriching present-day existence. From the confines of a closely defined geographical area in Crete, the resonances are universal, particularly in an Irish context where for centuries sacred sites have been place-markers and place-makers. The exhibition 'Memorialising the Sacred: sound and architecture defining the landscape' seeks to explore, through the medium of photography, objects and, sound, an aspect of a broad, shared, architectural inheritance.

Created and curated by Anthony Kelly, Seán McCrum, Paddy Sammon and David Stalling, 'Memorialising the Sacred' reconfigures one form of reality, sacred places in Crete, in another equal reality, that of a gallery installation. The installation uses the Irish Architectural Archive's Architecture Gallery space and ambiance as central to memorialising the sacred. The installation consists of black and white photographs, objects, and composed sound. While sound has previously featured in events associated with exhibitions in the Archive, this is the first time that a sound element is an integral part of the exhibition experience. The composed sound draws on recordings made in and around the shrines and churches, sounds which are a part of the essential experience of these places. In the context of the Architecture Gallery, these sounds become suggestive, even provocative, adding enriching textures to the visitor's engagement with the exhibition.

Pugin Revisited

April - May 2018

In 2001 Roger Coleman, grandson of the Thomas Coleman (1865-1950) who had entered partnership with George Coppinger Ashlin (1837-1921) in 1903 to create the architectural practice of Ashlin & Coleman, donated to the Irish Architectural Archive on behalf of the Coleman family a body of material relating to that practice. Among the drawings and documents was a portfolio containing a number of very refined sketches, immaculately mounted on gilt-edged pages, which showed evidence of having once been bound together in albums. On examination it transpired that the sketches were by one of the most significant and influential architects, designers and theorists of the nineteenth century, Augustus Welby Northmore Pugin (1812-1852).

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5.8 Exhibitions (Contd...)

In January 2018 Roger Coleman brought to the Archive more material relating to Ashlin & Coleman. Among the drawings and photographs were thirteen sheets of mounted sketches, unmistakably the work of A.W.N. Pugin. The majority of the pages received in 2001 were sketches executed by Pugin during his visit to Nuremberg in 1838. One page relating to Stirling Castle was also included. These drawings were first exhibited in the Archive in 2012 during the Pugin bicentenary year. The drawings received in 2018 include several more pages relating to Stirling Castle, as well as drawings relating to Bruges and Oxford. In this exhibition, these drawings were exhibited in public for the first time.

Also included in this exhibition, thanks to Jeanne Meldon, a great great granddaughter of Pugin, were three further sketches relating to Stirling Castle and also a picture frame designed by Pugin himself.

The Irish Architectural Archive is grateful to Roger Coleman and the Coleman family for placing the Pugin drawings in its care. We are also grateful to Jeanne Meldon and the Meldon family for lending items for the exhibition, and to Liz D'Arcy for conserving the drawings and preparing them for exhibition.

Townscape: Portraits of Homes in Stradbally, Co. Laois, by Mary Burke

May - August 2018

Mary Burke is a critically acclaimed Irish artist whose life's work has dealt with painting suburban surroundings. On the invitation of Laois Arts Officer and Curator Muireann Ní Chonaill, Mary Burke visited Laois Arthouse to see if Stradbally, Co. Laois, would be a suitable and appealing subject matter for her to consider. Over a twelve month period she visited twelve homes and Townscape was born.

Stradbally offered the artist a wide variety of homes from which to choose her subject matter. She included paintings of Stradbally Hall, ancestral home of the Cosby family, which is central to the story of the town. Featured was one of the estate cottages in Court Square, built by the Cosby family for their workers in the early 1880s and now home to Mary Hegarty and Brian Flanagan. Also on Court Square was the home of Christine and James Hewitt. On Main Street the homes of undertakers John and Anne Lynch to the rear of their business, and of Christine Mulhall and David Kennedy, were included, as was the Parochial House, while John and Irene Delaney's house in Brockley Park, a development designed by the architect Frank Gibney for Laois County Council in the 1950s and indicative of Gibney's careful consideration of site, aspect and orientation. Houses in the recently built estates of Cillbeg Manor (Rita and Pat Scully) and The Glebe (Siobhan and Sean Kane) were included. Further examples of modern houses were those of John and Rachel Conway and Geraldine and Seán Delaney, and the home of Dick and Katie Dillon in Woodview, to the rear of Laois Arthouse.

Town Talks, a series of lunchtime talks accompanied the exhibition:

Making Sense of Place

Mary Corcoran, Department of Sociology, Maynooth University

Friday 11 May 2018 at 1.15pm

The Poetics of the Interior

Jenny Haughton in conversation with artists Mary Burke and Eithne Jordan

Friday 18 May 2018 at 1.15pm

The Civic Spirit of Frank Gibney

Fergal MacCabe, Architect and Town Planner

Friday 25 May 2018 at 1.15pm

Therapeutic Landscapes

Ronan Foley, Department of Geography, Maynooth University

Friday 8 June 2018 at 1.15pm

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5.8 Exhibitions (Contd...)

Architecture and the Pattern Book: An exhibition of volumes from the Rowan Collection

June - December 2018

Relatively few architectural books were published in Ireland in the eighteenth or even in the nineteenth century. Irish architects and their patrons were, however, well informed on the range of architectural styles, taste and the technicalities of construction, through a vast array of architectural publications, produced throughout Europe as part of a distinctive tradition beginning in Italy in the latter half of the sixteenth century and extending to France, Germany, the Netherlands and the UK.

It is undoubtedly true that this tradition of architectural publication constitutes an important element in the cultural inheritance of Europe and that the consequences of this inheritance are deeply felt throughout Ireland. It can be found in Michael Wills's manuscript translation of Vitruvius's *De Architectura*, now in the Chester Beatty Library, an ambitious attempt to produce the first English edition of this core classical treatise. It is present in the Irish Architectural Archive's copy of Giacomo Leoni's *The Architecture of Andrea Palladio in Four Books*, published in London in 1742, which was owned in the late eighteenth century by the architect James Gandon and then in the late nineteenth century by the architect William Henry Byrne. It is, of course, most obviously present in the buildings produced by generations of Irish architects exposed to European pattern books. These buildings range from the Palladianism of Sir Edward Lovett Pearce and Richard Castle, to the Picturesque houses of Sir Richard Morrison and the Pain brothers and, particularly, the Gothic Revival churches of J.J. McCarthy, and Ashlin and Coleman.

Alistair and Ann Martha Rowan, closely associated with the Irish Architectural Archive since its foundation, placed with the Archive a collection of 215 architectural titles in 2017. These provide representative examples from many countries of this profoundly European cultural heritage. The collection includes the 1556 publication of Daniele Barbaro's commentary on Vitruvius, with plates by Andrea Palladio; the first full edition of Colen Campbell's *Vitruvius Britannicus* of 1731; a sequence of several editions of Vignola's seminal work on the Classical orders of architecture, extending from a copy of *Regles des Cinq Ordres d'Architecture* published in Paris in 1658 to *Li Cinque Ordini di Architettura*, Milan, 1863; Antoine Desgodetz's *Les Edifices Antiques de Rome* of 1682, and J.D. Le Roy's *Les Ruines des Plus Beaux Monuments de la Grèce* of 1758.

A lunchtime lecture series associated with the exhibition was presented during Heritage Week 2018 (see below under Engagement).

Piccole Utopie

September - October 2018

Piccole Utopie - Small Utopias was an exhibition on the 'new' Italian architecture of the third millennium, curated and designed by MAXXI Architettura on behalf of the Ministry of Foreign Affairs, Italy, and presented in Dublin by the Istituto Italiano di Cultura and the Irish Architectural Archive.

The exhibition combined the best of Italian architectural energies along three parallel lines: authors, projects and themes. The curators tried to identify buildings or projects designed to highlight not only the ability to imagine bold and convincing architectural solutions but also the ability to make them become real and inhabited space without the building losing integrity and beauty. Many factors guided the choice of projects and buildings to be exhibited. The first, found most often in the exhibition, was that of recycling, reuse/restructuring/reconstruction and even restoration, and considered not only as a civil necessity in a country over-built and full of buildings to be recovered, but also as a stimulating and productive creative device. Another recurring theme was that of inhabiting a place, in its various forms. The exhibition included a new (ecologic) idea of 'residential complexes', single family houses and studio-houses that witness a brief yet significant research on spaces and lifestyle of the 'third millennium', always mindful of that Italian predisposition for the 'city'. A few projects dealt with the theme of architecture 'for' or 'suited to' exhibiting and displaying, suspended between art, installation, construction, landscape and design. The interesting impression from this series of projects is that the combination architecture/museum can give, today and in the future, a vital contribution to the new idea of welfare, fuelled by the strong and non-speculative role of private partners.

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Pippo Ciorra of MAXXI Architettura gave a lecture on 7 Sept 2018 entitled 'Curating as theory and agency' to coincide with the exhibition.

5.9 Engagement

Alongside the outreach activities - lectures and other events - which accompany the exhibitions programme and are detailed under 'Exhibitions', the Archive undertakes a range of other outreach initiatives. The Archive's 'Strategic Plan 2016-2020' considers these better described as 'Engagement Activities'. Work on drafting the new Engagement Policy mandated by the Strategic Plan advanced considerably in 2018. The draft policy was ready for consideration by the board at its first meeting in 2019.

5.9.1 Use of No. 45 Merrion Square

Visitor numbers to No. 45 Merrion Square for exhibitions and attendance at events such as receptions, lectures and the various open-days in which the Archive participates came to 7,413 in 2018.

The monthly breakdown was as follows:

Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
323	396	394	308	724	456	230	407	1,308	880	1,210	857	7,413

Combined with the reading room visit numbers, this gives a total of 9,582 visitors to the building over the course of the year, slightly down on 2017 and just below the target for visitors of 10,000

Due to a clash with the visit of Pope Francis, the annual Merrion Square Open Day was cancelled in 2018. The Archive participated in Culture Night, 21 September 2017. A total of 706 people visited the building between 5pm and 11pm, and nine guided tours were provided. The Archive was included in the Irish Architecture Foundation's Open House Dublin programme for 2018. Access to the building was provided on Saturday 13 October to 174 visitors. Christmas on the Square returned for its seventh iteration on Saturday 1 December. Organised in-house by Simon Lincoln and Anne Henderson, the Archive hosted a pop-up Irish craft and food market, and welcomed 531 visitors to the building on the day.

For the third year in a row, the Archive presented a series of lunchtime lectures during Heritage Week. This year the lectures were mainly themed around the European Year of Cultural Heritage exhibition of volumes from the Alistair Rowan collection of architectural publications (see above).

The programme was as follows:

20 Aug	Talking Towns, Miriam Delaney and Tara Kennedy, members of the team from the Irish Pavilion at the Venice Biennale 2018
21 Aug	Creating a collection: a young man let loose with some money, Alistair Rowan
22 Aug	Neoclassicism and the book in eighteenth century Ireland, Dr Conor Lucey, Associate Professor, School of Art History and Cultural Policy, UCD
23 Aug	Giacomo Barozzi da Vignola: A pattern book for all time, Alistair Rowan
24 Aug	Francis Johnston's engagement with the pattern books of the early Gothic Revival, Dr Judith Hill, Moore Institute Visiting Research Fellow, 2017-2018

As in previous years, staff members provided in the region of fifty guided tours of No. 45 Merrion Square over the course of the year, and facilitated meetings of a variety of organisations including Benefacts; the Buildings of Ireland Charitable Trust; the Department of Culture, Heritage and the Gaeltacht; the Department of Public Expenditure and Reform; Dóchas; the ESB; Friends of the Earth; the Friends of the National Collections of Ireland; the Heritage Council; ICOMOS Ireland; the Irish Historic Houses Association; the Irish Planning Institute; ISPCC; the Irish University Association; the Merrion Square Innovation Network; Music Generation; One in Four; the Society of Chartered Surveyors, Ireland.

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5.9.1 Use of No. 45 Merrion Square (Contd...)

Excluding meetings, the Archive hosted 68 external, or non-Archive, events in 2018 including (chronologically) Greek New Year Vasilopita celebrations; the launch of In Place of Strife mediation service; the IMC launch by Professor Anna Chahoud and Dr Harman Murtagh of Poema de Hibernia: a Jacobite Latin epic on the Williamite Wars, edited by Pádraig Lenihan and Keith Sidwell; the IUA DARE HEAR Research Seminar; the launch by the ESB of 28 Fitzwilliam for commercial letting; an Aer Lingus uniform photo shoot; a Follies Trust lecture and reception: The Conservation of the O'Brien Memorial Column by Eoin Madigan; the UCD APEL Lecture: The Spatial Syntax of Diversity by Prof. Laura Vaughan; the Building Lime Forum AGM and lecture; the launch by Dr Ellen Rowley of Ambition and Achievement - The Civic Visions of Frank Gibney by Fergal MacCabe; SPAB Ireland AGM and lecture; the Irish Landscape Institute awards; the Institute of International and European Affairs lecture: Smart Cities for the 21st Century: A New Age of Urban Electrification by Dan Ringelstein, SOM Architects; the European Parliament Office in Ireland seminar False news and the European Election; the Launch of the IPA's journal Administrator special edition on housing, guest edited by Lorcan Sirr; an RIAI professional competency hearing; the RTE Francis McManus Short Story Awards presentation; Creative Ireland launch of local authority creative strategies launch with Taoiseach Leo Varadkar TD, Minister for Culture, Heritage and the Gaeltacht, Josepha Madigan TD, and Minister for Housing, Planning and Local Government, Eoghan Murphy TD; a Civil Service Graduate Development Programme seminar; Rebuilding Ireland lunchtime conference hosted by Eoin Ó Broin TD; the launch of Chinnery Gin; an American Victorian Society visit; the Green Party pre-budget submission press conference; the One-in-Four annual report launch with Charles Flanagan TD, Minister for Justice and Equality; a Follies Trust lecture: The conservation of the Cooke Mausoleum by Richard McLoughlin; I colori della ragione, theatrical performance dedicated to the architect Franca Helg, presented by the Fondazione Albini in collaboration with the Italian Cultural Institute; the launch by Ruairi Quinn of Cherishing Heritage Preserving Community; celebrating 50 years of the Upper Leeson Street Area Residents' Association, Fiona Slevin ed.; the launch of public consultation for Heritage Ireland 2030 by Josepha Madigan TD, Minister for Culture, Heritage and the Gaeltacht; the American Academy of Classical Architecture and Design group visit; the IMC launch by David Dickson of The letters of Katherine Conolly 1707-1747, Marie-Louise Jennings and Gabrielle M. Ashford eds; the Irish Planning Institute board meeting, AGM and reception.

Having been approved by the Registrar of Civil Marriages as a suitable venue for civil marriages, the Archive hosted its first three wedding ceremonies in 2018. The Archive is happy to host these ceremonies, suitable to room availability. This can include a drinks reception for guests attending the civil ceremony but the Archive is not a suitable venue for wedding receptions. As all attendees at the civil ceremony must be seated, as per Registrar of Civil Marriages requirements, the maximum attendance at a wedding ceremony in the Archive is 55. The normal conditions governing events in the Archive as set out in the General Guidelines for using Irish Architectural Archive Rooms apply to civil wedding ceremonies.

Revenue for room rental over the course of the year came to €22,650.

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5.9.2 Websites and social media

The Archive maintains three websites, the main site (www.iarc.ie), annexed to which is the separate Archive catalogue site (<http://iarc.cloudapp.net/>), and the separate Dictionary of Irish Architects site (www.dia.ie).

The main Archive website was visited 21,292 times in 2018 by 13,081 separate users who looked at 44,891 pages of information. Only three blog articles were published as this was one area of activity affected by the diversion of staff resources to the court house project. Visit numbers to the catalogue site are noted under 5.3 Cataloguing above.

Followers on Facebook stood at 2,614 at the end of 2018 while the figure for Twitter is 4,537. Subscribers to the Irish Architectural Archive's e-newsletter reached 1,276 by the end of 2018. The Archive issued twelve electronic newsletters over the course of the year.

5.10 Premises

The thanks of the Archive to the Office of Public Works must be put on record for its continuing assistance with building maintenance efforts.

The windows in 45 Merrion Square require repainting. Unfortunately, the resources were not available in 2018 to advance this maintenance project.

For a number of years, despite the large number of significant accessions received, the Archive has managed to store all of the newly acquired material on site in 45 Merrion Square and so avoided adding to the material stored off-site in the containers in Inchicore. Regrettably, as in 2017, it was not possible to avoid moving some material to Inchicore in 2018. The containers remain entirely unsuitable for the storage of archives but a realistic date beyond which some off-site storage will no longer be needed remains elusive.

Towards the end of 2017 the Archive began a programme of additional monitoring of conditions in the passive archives stores. This is partly in anticipation of Phase 2 of the stores coming on stream in the near future. There is a need to have the maximum amount of information available on the operation of the existing stores so as to inform any design changes which might improve the efficiency of Phase 2. The additional monitoring continued through 2018 and showed that temperature and relative humidity in the passive stores generally remain within desired tolerances while fluctuating seasonally, as anticipated. Indeed, over the first ten years of operating, the stores have maintained an average relative humidity of 54.19% and temperature of 16.69 C, close to the ideal for the long-term storage of paper. However, the degree of fluctuations is higher than desired, in particular in relative humidity, with spikes recorded well above desirable levels.

Evolving passive stores design now calls for a high degree of air-tightness. The level of external ventilation in the Archive's stores is excessive and is causing the undesired fluctuations in relative humidity. As an experiment, the vents in one of the two stores were closed in November 2018. Very early indications are that this has significantly improved the stability of the store. The situation will be carefully monitored into 2019. If the stability is maintained, and the store stays within desired temperature and RTH tolerances, the vents in the other store will also be closed.

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6. Finance

The audited accounts for 2018 are set out below. The accounts have been prepared to the Charities SORP accounting standard.

The Archive would like to acknowledge the core support of the Cultural Institutions Unit of the Department of Culture, Heritage and the Gaeltacht whose substantial grant remains the Archive's principal source of income. We are also grateful to the Built Heritage, Architectural Policy Section & Strategic Infrastructure of the Department of Culture, Heritage and the Gaeltacht for the grant it provides, and to the Office of Public Works for its financial contribution and for the constant assistance provided regarding building matters.

Collection valuation:

As in previous years, the accounts include an estimate of the monetary value of the Archive's collections. The caveat to this valuation which has been pointed out in the past continues to apply: the valuation is estimated, untested in the market place, and takes little cognisance of the cultural value of the collection. A drawing held by the Archive may have a theoretical monetary value but the practical reality is that this value cannot, as things stand, be realised. The Archive holds these drawings, photographs and other material in trust, and is prohibited by its Memorandum and Articles of Association from selling them. Should the Archive close, ownership of the material it holds transfers to the Minister for Culture, Heritage and the Gaeltacht.

Reserves policy:

The Archive has operated without cash reserves since it was established but seeks annually to carry forward sufficient funds to meet unavoidable expenditure in the first month of each new year pending the drawdown of the first instalment of the principal grant. In this way, reserves are fully committed towards meeting regular unavoidable expenditure.

Fundraising:

We are grateful to the following corporate supporters: Hibernia REIT, Henry J. Lyons Architects and IPUT, and to our very many individual donors who have responded so generously to the Archive Benefactors Scheme. Archive benefactors since 2013 are listed below.

Doric Benefactors, Individual:

Laura Bowen, Jackie Bourke, Paddy Cahill, Honora Faul, Brendan Glass, Peter Harbison, Emmeline Henderson, Karen Latimer, Mary McDonald, Owen McGartoll, Fergal McGirl, Feargal O Suilleabhain, Andrew Tierney

Doric Benefactors, Corporate:

Arup, Engineers Ireland, Grafton Architects, IHHA, Alistair Lindsay Architects, McCullough Mulvin Architects, Monuments Trustees Ltd, Wejchert Architects

Ionic Benefactors, Individual:

Paul Arnold, Desmond Barry, Christine Casey, Edward Cassidy, Mary Clark, Patrick Cooney, Ron Cox, William Cumming, David Davison, J.A.K. Deane, Conor and Marita Doyle, Barbara Fitzgerald, Peter and Mary Hanna, Róisín Heneghan, Jacqueline Hill, James Howley, Livia Hurley, Kathleen James-Chakraborty, Frank Keohane, Owen Lewis, Fidelma Macken, Camilla McAleese, Patricia McCarthy, James McGuire, Maighread McParland, Philip Maddock, Robin Mandal, Jeanne Meldon, Eoin O Cofaigh, Toal O Muiré, Paul & Colette O'Daly, James Pike, Finola Reid, Ray Refaussé, Ken Rohan, Sean Rothery, Roger Stalley, William Vaughan, Peter Walsh, Primrose Wilson, Jane Young

Ionic Benefactors, Corporate:

AECOM, DOCOMOMO Ireland, O'Connell Mahon Architects, O'Donnell & Tuomey Architects, JCA Architects, Scott Tallon Walker Architects

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6. Finance (Contd...)

Corinthian Benefactors, Individual:

Michael Collins, Edward Green, Aideen Ireland, Fred Krehbiel, Edward McParland, Colum O'Riordan, John Redmill, Nicholas Robinson, Michael Webb

Corinthian Benefactors, Corporate:

CRH, ESB, Hibernian REIT, Irish Georgian Society, IPUT, Henry J. Lyons Architects

The Archive fundraising activities conform to the Charities Regulatory Authority's Guidelines for Charitable Organisations on Fundraising from the Public.

7. Future Development

The directors have no plans to change significantly the activities and operation of the company in the foreseeable future.

8. Research and Development

The company did not engage in any research and development activity during the year.

9. Health and safety of employees

The wellbeing of the Company's employees is safeguarded through strict adherence to health and safety standards. Health and safety legislation imposes certain requirements on employers and the Company has taken the necessary action to ensure compliance with the legislation, including the adoption of a Safety Statement.

10. Political Donations

During the year, the company made no political donations which are disclosable in accordance with the Electoral Act, 1997.

11. Accounting Records

The measures taken by the directors to ensure compliance with the requirements of Sections 281 to 285 of the Companies Act 2014 regarding adequate accounting records 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 accounting records are maintained at 45 Merrion Square, Dublin 2.

12. State of Affairs

In the opinion of the directors, the state of affairs of the company is satisfactory and there has been no material change since the balance sheet date.

13. Principal risks and uncertainties

The Directors of the Archive are aware of their statutory obligations in relation to providing a fair review of the Archive's development and performance. The principal risks and uncertainties affecting the Archive are continued funding from the Department of Arts, Heritage, Regional, Rural and Gaeltacht Affairs and Office of Public Works. The directors have addressed this issue by careful spending of the funds received.

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14. Statement on relevant audit information

- so far as the director is aware, there is no relevant audit information of which the Company's auditors are unaware, and
- the director has taken all the steps that ought to have been taken as a director in order to be aware of any relevant audit information and to establish that the Company's auditors are aware of that information.

15. Auditors

In accordance with Section 383(2) of the Companies Act 2014, the auditors, Duignan Carthy O'Neill Limited Chartered Accountants, have indicated their willingness to continue in office.

On behalf of the Board

Malcolm Alexander
Director

Michael Webb
Director

Date: 7 May 2019

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Directors' Responsibility Statement

Directors' Responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with Irish law and regulations.

Irish company law requires the directors to prepare financial statements for each financial year. Under the law, the directors have elected to prepare the financial statements in accordance with Companies Act 2014 and Irish Generally Accepted Accounting Practice (Irish GAAP), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

Under company law, the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the assets, liabilities and financial position of the company as at the financial year end date and of the surplus or deficit of the company for the financial year and otherwise comply with the Companies Act 2014.

In preparing these financial statements, the directors are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the financial statements have been prepared in accordance with applicable accounting standards, identify those standards, and note the effect and the reasons for any material departure from those standards; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.
- observe the methods and principles in the Charities SORP (FRS 102)

The directors are responsible for ensuring that the company keeps or causes to be kept adequate accounting records which correctly explain and record the transactions of the company, enable at any time the assets, liabilities, financial position and profit or loss of the company to be determined with reasonable accuracy, enable them to ensure that the financial statements and directors' report comply with the Companies Act 2014 and enable the financial statements to be audited. 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.

On behalf of the Board

Michael Webb
Director

William Cumming
Director

Date: 7 May 2019

The Irish Architectural Archive
A Company Limited by Guarantee not having a Share Capital

Independent Auditors' Report to the members of
The Irish Architectural Archive

Opinion

We have audited the financial statements of The Irish Architectural Archive for the year ended 31 December 2018 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of Changes in Funds, Statement of Cashflows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is Irish law and FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

In our opinion the financial statements:

- give a true and fair view of the assets, liabilities and financial position of the Company's affairs as at 31 December 2018 and of its result for the year then ended;
- have been properly prepared in accordance with Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' ; and
- have been prepared in accordance with the requirements of the Companies Act 2014

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (Ireland) (ISAs(Ireland)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of financial statements in Ireland, including the Ethical Standard issued by the Irish Auditing and Accounting Supervisory Authority (IAASA), and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

This report is made solely to the company's members as a body in accordance with Section 391 of the Companies Act 2014. Our audit work has been undertaken so that we might state to the company's members those matters that we are required to state to them in the audit 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 or the company's members as a body for our audit work, for this report, or for the opinions we have formed.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (Ireland) require us to report to you where:

- the directors' use of the going concern basis of accounting in the preparation of financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The directors are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditors' report thereon. Our opinion on the financial statements does not cover the information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

The Irish Architectural Archive
A Company Limited by Guarantee not having a Share Capital

Independent Auditors' Report to the members of
The Irish Architectural Archive

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report this fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2014

Based solely on the work undertaken in the course of the audit, we report that:

- in our opinion, the information given in the Directors' Report is consistent with the financial statements; and
- in our opinion, the Directors' Report has been prepared in accordance with the applicable legal requirements.

We have obtained all the information and explanations which we consider necessary for the purposes of our audit.

In our opinion the accounting records of the Company were sufficient to permit the financial statements to be readily and properly audited, and financial statements are in agreement with the accounting records.

Matters on which we are required to report by exception

Based on the knowledge and understanding of the Company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report.

The Companies Act 2014 requires us to report to you if, in our opinion, the disclosures of directors' remuneration and transactions required by sections 305 to 312 of the Act are not made. We have nothing to report in this regard.

Respective responsibilities

Respective responsibilities of directors for the financial statements

As explained more fully in the Directors' Responsibility Statement on page 21, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the management either intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

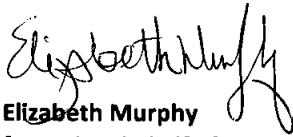
**The Irish Architectural Archive
A Company Limited by Guarantee not having a Share Capital**

**Independent Auditors' Report to the members of
The Irish Architectural Archive**

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's Report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (Ireland) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the IAASA's website at: [https://www.iaasa.ie/Publications/ISA-700-\(Ireland\)](https://www.iaasa.ie/Publications/ISA-700-(Ireland)). The description forms part of our Auditor's Report.



Elizabeth Murphy

for and on behalf of

Duignan Carthy O'Neill Limited

Chartered Accountants

Registered Auditors

84 Northumberland Road

Dublin 4

Date : 7 May 2019

The Irish Architectural Archive
A Company Limited by Guarantee not having a Share Capital

Statement of Financial Activities
for the year ended 31 December 2018

		Restricted funds 2018 €	Unrestricted funds 2018 €	Total funds 2018 €	Total funds 2017 €
	Notes				
Income from:					
Grants & Sales (Cash)		421,748	26,846	448,594	418,850
Non monetary rental services donated		183,241	-	183,241	163,175
Non monetary donations to the Archive Collection		61,295	-	61,295	108,875
Total income	4	666,284	26,846	693,130	690,900
Expenditure on:					
Staff Costs	6	(312,133)	-	(312,133)	(304,123)
Depreciation		(14,868)	-	(14,868)	(4,208)
Interest Payable and similar charges	7	(475)	-	(475)	(465)
Other Expenses		(93,238)	-	(93,238)	(107,796)
Non monetary rental charge		(183,241)	-	(183,241)	(163,175)
Total expenditure		603,955	-	603,955	579,767
Net Income/(expenditure)	8	62,329	26,846	89,175	111,133
 (Deficit)/Surplus of Grants & Sales less Expenditure					
		1,034	26,846	27,880	2,258
 Surplus of other income (including non monetary donations to the Archive Collection)					
		61,295	-	61,295	108,875
Net Income/(expenditure)		62,329	26,846	89,175	111,133

All activities relate to continuing operations.

The notes on pages 29 to 41 form part of these financial statements.

The Irish Architectural Archive
A Company Limited by Guarantee not having a Share Capital

Balance Sheet
as at 31 December 2018

	Notes	2018 €	€	2017 €	€
Fixed Assets					
Archive collection	9	13,055,798		12,993,210	
Office Equipment	10	29,086		4,780	
		<u>13,084,884</u>		<u>12,997,990</u>	
Current Assets					
Debtors: amounts falling due within one year	12	31,930		1,721	
Cash at bank and in hand	13	15,804		30,134	
		<u>47,734</u>		<u>31,855</u>	
Creditors: amounts falling due within one year	14	<u>(19,305)</u>		<u>(20,707)</u>	
Net Current Assets			<u>28,429</u>		<u>11,148</u>
Total Assets Less Current Liabilities			<u>13,113,313</u>		<u>13,009,138</u>
Creditors: amounts falling due after more than one year	15	<u>(15,000)</u>		<u>-</u>	
		<u>13,098,313</u>		<u>13,009,138</u>	
Excess Carried Forward		<u>13,098,313</u>		<u>13,009,138</u>	

The financial statements were approved by the board on 7 May 2019 and signed on its behalf:

Michael Webb
Director

William Cumming
Director

The Irish Architectural Archive
A Company Limited by Guarantee not having a Share Capital

Statement of Changes in Funds
for the financial year ended 31 December 2018

	Income and Expenditure account €	Total Funds €
At 1 January 2018	13,009,138	13,009,138
Surplus of income over expenditure for the year	89,175	89,175
At 31 December 2018	<u>13,098,313</u>	<u>13,098,313</u>

In respect of prior year:

	Income and Expenditure account €	Total Funds €
At 1 January 2017	12,898,005	12,898,005
Surplus of income over expenditure for the year	111,133	111,133
At 31 December 2017	<u>13,009,138</u>	<u>13,009,138</u>

The Irish Architectural Archive
A Company Limited by Guarantee not having a Share Capital

Statement of Cash Flows
for the year ended 31 December 2018

	2018	2017
	€	€
Reconciliation of operating surplus to net cash and cash equivalents		
Net income/expenditure for the reporting period		
Surplus of Income over Expenditure	89,175	111,133
Donations to Archive Collection	(61,295)	(108,875)
Depreciation	14,868	4,208
Capital Grants Released	-	(421)
(Increase) /Decrease in debtors	(30,209)	906
Increase/(Decrease) in creditors	13,598	(224)
Net cash (outflow)/inflow from operating activities	<u>26,137</u>	<u>6,727</u>
Statement of Cash Flows		
Net cash (outflow)/inflow from operating activities	<u>26,137</u>	<u>6,727</u>
Cash flows from investing activities		
Capital expenditure	(40,467)	(3,079)
Net cash flow from investing activities	(40,467)	(3,079)
Cash flows from financing activities		
Deferred reserves/income	-	-
Net cash flows from financing activities	-	-
Net (Decrease)/Increase in cash and cash equivalents	<u>(14,330)</u>	<u>3,648</u>
Reconciliation of net cash flow to movement in net funds		
Net (Decrease)/Increase in cash and cash equivalents	(14,330)	3,648
Cash and cash equivalents at 1 January 2018	<u>30,134</u>	<u>26,486</u>
Cash and cash equivalents at 31 December 2018	<u>15,804</u>	<u>30,134</u>

The Irish Architectural Archive
A Company Limited by Guarantee not having a Share Capital

Notes to the financial statements
for the year ended 31 December 2018

1. General information

These financial statements comprising the Statement of financial activities, Balance Sheet, Statement of changes in funds, Statement of cashflows and the related notes constitute the individual financial statements of the Irish Architectural Archive for the financial year ended 31 December 2018.

The Irish Architectural Archive is incorporated in the Republic of Ireland. The company is a company limited by guarantee and was incorporated in Ireland on 12 April 1976. The companies registered number is 54867 and it's registered office is located at 45 Merrion Square, Dublin 2. The nature of the company's operations and its principal activities are set out in the Director's Report.

2. Accounting Policies

2.1. Basis of preparation

The financial statements have been prepared in accordance with accounting standards generally accepted in Ireland and Irish statute comprising the Companies Act 2014, and the Charities SORP (FRS 102). Accounting Standards generally accepted in Ireland in preparing financial statements giving a true and fair view are those published by Chartered Accountants Ireland and issued by the Financial Reporting Council.

The Irish Architectural Archive is constituted under Irish company law as a company limited by guarantee and is a registered charity and has adopted and reported its performance in accordance with the format provided for in the Charities SORP and in particular reports its performance for the financial year in the format of the SORP's Statement of Financial Activities (SOFA).

Companies Act 2014 which became effective in law on 1 June 2015 and from that date applied the format and content of financial statements requirements appropriate for a company trading for the profit of its members to a company that is a not for profit organisation. In order to provide information relevant to understanding the stewardship of the directors and the performance and financial position of the charity, The Irish Architectural Archive has prepared its financial statements in accordance with the formats provided for in the Charities SORP (FRS 102) consistent with the prior year.

The directors consider the adoption of the SORP requirements is the most appropriate accounting to properly reflect and disclose the activities of the organisation. Had the Companies Act format and content of financial statements requirements suitable for a company trading for the profit of its members been presented instead, a profit and loss account with related notes showing items such as Turnover and Cost of Sales would have been reported along with a "profit" on ordinary activities before taxation.

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgement in applying the company's accounting policies (see note 2).

The following principal accounting policies have been applied:

The Irish Architectural Archive
A Company Limited by Guarantee not having a Share Capital

Notes to the financial statements
for the year ended 31 December 2018

..... continued

2.2. Revenue

Revenue includes donations, sales, facility hire and income from other fundraising activities. Revenue is analysed as Restricted and Unrestricted. Restricted funds represent income recognised in the financial statements, which is subject to specific conditions imposed by the donors or grant making institutions. Unrestricted funds represent amounts which are expendable at the discretion of the company, in furtherance of the objectives of the company. Such funds may be held in order to finance working capital or capital investment.

2.3. Grants

Grants are accounted under the performance model as permitted by FRS 102. Grants relating to expenditure on tangible fixed assets are credited to the Statement of Financial Activities at the same rate as the depreciation on the assets to which the grant relates. The deferred element of grants is included in creditors as deferred income.

Grants of a revenue nature are recognised in the Statement of Financial Activities in the same period as the related expenditure.

2.4. Company Name

The company received approval under Section 1180(1) of the Companies Act 2014 to omit the word 'Company Limited by Guarantee' from its name.

2.5. Financial Instruments

A financial asset or a financial liability is recognised only when the company becomes a party to the contractual provisions of the instrument.

The company only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable.

Debt instruments like accounts receivable and payable are initially measured at present value of the future payments and subsequently at amortised cost using effective interest method. Debt instruments that are payable or receivable within one year, typically trade payables and receivables, are measured, initially and subsequently, at the undiscounted amount of the cash or other consideration expected to be paid or received.

Cash consists of cash on hand and demand deposits. Cash equivalents consist of short term highly liquid investments that are readily convertible to known amounts of cash that are subject to an insignificant risk of change in value.

The Irish Architectural Archive
A Company Limited by Guarantee not having a Share Capital

Notes to the financial statements
for the year ended 31 December 2018

..... continued

2.6. Heritage Assets

Archive Collection

The Archive Collection is included on the Balance sheet at a valuation of €13,055,798 (2017: €12,993,210). The Irish Architectural Archive collections comprise some 350,000 architectural drawings. These range in date from 1690 to the end of first decade of the 21st century, and can be accompanied, especially where the drawings are part of an architectural practice collection, by associated material such as project files. In addition, the Archive holds some 400,000 photographs, and a reference library of in excess of 35,000 items. The Archive's holdings comprise the largest accumulation of primary material relating to Irish architecture in existence and as such constitute a heritage collection of national importance and international significance.

Purchased Heritage Assets are stated at historical cost. Historical cost includes purchase cost plus any associated expenditure that is directly attributable to bringing the asset to its present location and condition.

Where heritage assets are donated to the Archive, the assets are accounted for at the fair value on the date of acquisition (as determined according to the methodology below), with an equivalent amount recorded as income under non monetary donations.

All heritage assets are reviewed at least annually for evidence of impairment, with provision for impairment losses recorded as necessary.

The Valuation methodology used is as follows

Architectural drawings:

The monetary value of an individual architectural drawing is dependent on a number of factors including its age, the aesthetic appearance of the drawing, the quality of the draughtsmanship, the importance of the architect, whether it is signed and/or dated, the significance of the building depicted, and its physical condition. For individual drawings or smaller sets of drawings, notional or nominal values have been estimated based on these factors. For larger accumulations of drawings a similar valuation methodology has been applied i.e. the valuation based on an average individual drawing (or roll/folder of drawings) multiplied by the total number in the collection.

Archival material (MSS and files):

Valuations for such material as individual manuscripts, accumulations of personal papers, institutional archives or architectural practice files are based on a matrix of considerations similar to those for individual architectural drawings - i.e. the age of the material, its condition, the importance of the individual/organisation which created the material, the significance of any buildings to which the material relates and an assessment of its informational/archival significance.

Photographs:

Photographic collections of intrinsic value: what is important is who took the photograph and when, what the subject is, how the image is framed and composed, and such intangible qualities as the balance of light and shade. Valuations are based on a matrix similar to that used for architectural drawings and, as with accumulations of drawings, an average value has been assigned to photographs in the collection with the total valuation based on the multiple of this and the number of photographs. No distinction has been made for collections of negatives only, negatives and original prints, or negatives and IAA-produced prints or contact sheets.

The Irish Architectural Archive
A Company Limited by Guarantee not having a Share Capital

Notes to the financial statements
for the year ended 31 December 2018

..... continued

2.7. Heritage Assets (Contd...)

Models or other misc objects:

Architectural models have been assigned a value based on their intrinsic qualities rather than the cost of replacement (which in many cases might be higher). Other objects - e.g. set of drawing instruments - have been assigned estimated values based on the price they might realise in a sale.

Printed matter:

Books, pamphlets and periodical have been assigned an estimated like-for-like replacement value at current costs.

Preservation costs:

Expenditure which, in the Directors' view, is required to preserve or prevent further deterioration of individual collection items is recognised in the Statement of Financial Activity when it is incurred.

2.8. Functional and presentation currency

Items included in the financial statements of the company are measured using the currency of the primary economic environment in which the company operates ("the functional currency"). The financial statements are presented in euro, which is the company's functional and presentation currency and is denoted by the symbol "€".

2.9. Tangible fixed assets and depreciation

Tangible fixed assets under the cost model are stated at cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

The company adds to the carrying amount of an item of fixed assets the cost of replacing part of such an item when that cost is incurred, if the replacement part is expected to provide incremental future benefits to the company. The carrying value amount of the replacement part is decrecognised. Repairs and maintenance are charged to income or expenditure during the period in which they are incurred.

Depreciation is provided on all tangible fixed assets at the following annual rates calculated to write off the cost less residual value of each asset over its expected useful life on the straight line basis, as follows:

Office Equipment	-	10% - 33% Straight Line
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The assets residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised within 'other operating income' in the Statement of Financial Activities.

The Irish Architectural Archive
A Company Limited by Guarantee not having a Share Capital

Notes to the financial statements
for the year ended 31 December 2018

..... continued

2.10. Donated Rental Services

The Irish Architectural Archive has use of the building at 45 Merrion Square. However no rent is charged to the company by the Office of Public Works (OPW). As this is a donated service supplied to the company the directors deem it necessary to recognise the donated service in the Statement of Financial Activities. They have also included a corresponding rental charge in the Statement of Financial Activities.

The rent is charged at the market value of the rental market in Dublin 2 for a property of similar size.

2.11. Taxation

The company is exempt from taxation due to its charitable status. (Charity tax Number: CHY6240)

2.12. Trade and other debtors

Trade and other debtors including amounts owed to group companies are recognised initially at transaction price. Subsequently these are measured at amortised cost less any provision for impairment. A provision for impairment of trade receivables is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of receivables. The amount of the provision is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the effective interest rate. All movements in the level of provision required are recognised in the profit and loss.

2.13. Going Concern

The Irish Architectural Archive is reliant on continuing support from Government Bodies in the form of Grant Assistance and Corporate Support to ensure that the Company remains in operation for the foreseeable future.

2.14. Trade and other creditors

Trade and other creditors are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

2.15. Provisions

Provisions are recognised when the company has a present legal or constructive obligation as a result of past events; it is probable that an outflow of resources will be required to settle the obligation; and the amount of the obligation can be estimated reliably.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

Provisions are measured at the present value of the expenditures expected to be required to settle the obligation using a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the obligation. The increase in the provision due to passage of time is recognised as a finance cost

2.16. Reserves

The Archive has operated without cash reserves since it was established but seeks annually to carry sufficient funds to meet unavoidable expenditure in the first month of each new year pending the drawdown of the first instalment of the principal grant. All reserves are fully committed towards meeting regular unavoidable expenditure.

The Irish Architectural Archive
A Company Limited by Guarantee not having a Share Capital

Notes to the financial statements
for the year ended 31 December 2018

..... continued

2.17. Pensions

The pension costs charged in the financial statements represent the contribution payable by the company during the year.

The regular cost of providing retirement pensions and related benefits is charged to the profit and loss account over the employees' service lives on the basis of a constant percentage of earnings.

3. Judgements and key sources of estimating uncertainty

The directors consider the accounting estimates and assumptions below to be its accounting estimates and judgements:

Valuation of Heritage Assets

Heritage Assets are valued at historic cost or valuation at the date of acquisition. They are subsequently assessed for evidence of impairment by the management team as they have the best expertise to value such collections held by the company.

Rental Service Donations

The donation of the use of the building is estimated based on the market value of rental of a similar property in the same area. The non-monetary rental charge is recorded at the same value as the donated rental services.

Going Concern

The directors consider it appropriate to prepare the financial statements on a going concern basis. Accordingly, these financial statements do not include any adjustments to the carrying amounts and classification of assets and liabilities that may arise if the company was unable to continue as a going concern.

4. Income	Note	2018	2017
		€	€
Grants & Sales		448,594	418,850
Non monetary donations to the Archive Collection	9	61,295	108,875
Non monetary rental services donations	19	183,241	163,175
		<u>693,130</u>	<u>690,900</u>

The Irish Architectural Archive
A Company Limited by Guarantee not having a Share Capital

Notes to the financial statements
for the year ended 31 December 2018

..... continued

5. Department of Culture, Heritage and the Gaeltacht Grant

	2018	2017
	€	€
Cultural Institutions Unit - grant	315,000	300,000
Cultural Institutions Unit - additional grant	20,000	-
Built Heritage and Architectural Policy section	18,000	18,000
Built Heritage & Architectural Policy GPA grant	-	1,128
	<u>353,000</u>	<u>319,128</u>

There is a contingent liability to repay government grants received if the grant is not used for the purpose for which it was advanced.

6. Staff costs

Number of employees

The average number of persons employed by the company, excluding the directors, during the financial year was as follows:

	2018	2017
	Number	Number
Administration staff	1	1
Archive staff	4	4
	<u>5</u>	<u>5</u>

Employment costs

	2018	2017
	€	€
Wages and salaries	281,829	274,731
Social security costs	30,304	29,392
	<u>312,133</u>	<u>304,123</u>

Capitalised employee costs during the financial year amounted to €NIL (2017 - €NIL).

No employee received remuneration amounting to more than €70,000 in either year.

7. Interest payable and similar charges

	2018	2017
	€	€
Bank charges	475	465
	<u>475</u>	<u>465</u>

The Irish Architectural Archive
A Company Limited by Guarantee not having a Share Capital

Notes to the financial statements
for the year ended 31 December 2018

..... continued

8. Net income/(expenditure)

This has been arrived at after charging the following:

	2018	2017
	€	€
Depreciation of tangible assets	14,868	4,208
Auditors' remuneration		
-Audit	3,290	3,290
-Non Audit	1,600	1,600
	<u>14,868</u>	<u>9,100</u>

9. Heritage Assets

Archive Collection

	Heritage Assets	Total
	€	€
Cost/Valuation		
At 1st January 2018	12,993,210	12,993,210
	<u>12,993,210</u>	<u>12,993,210</u>
Additions at valuation/cost		
Donations	61,295	61,295
Purchases	1,293	1,293
	<u>62,588</u>	<u>62,588</u>
Net Book Value		
At 31st December 2018	13,055,798	13,055,798
At 31st December 2017	12,993,210	12,993,210

The Archive Collection was recorded at a value of €13,055,798 on the 31 December 2018 (2017: €12,993,210)

The Irish Architectural Archive
A Company Limited by Guarantee not having a Share Capital

Notes to the financial statements
for the year ended 31 December 2018

..... continued

9. Heritage Assets (Continued)

The collection includes 15,000 drawings from McCurdy & Mitchell Drawings Collection valued at €1,500,000; 7,000 drawings from Ashlin Coleman Collection valued at €1,400,000.

Maintenance of the Collection

In relation to the care of material acquired by the Archive, Section 3.1 of the Archive's Accessions Policy states: The Archive has a responsibility to preserve all of the material in its possession, whether that material has been acquired by gift, purchase or loan, and will take all reasonable precautions to preserve that material from damage, loss or theft, but shall not otherwise be liable for any damage to or loss or theft of that material.

Section 3.5 states: The Archive will store the material in its care in as archivally secure an environment as it can, i.e. in conditions not less favourable than those considered acceptable for the storage of the Archive's own records.

Acquisitions

The Archive will purchase material as and when the need arises, but its budgets for purchase acquisition are extremely small. Special fund-raising needs to be undertaken to finance specific purchases.

Materials on Loan to the Archive

The Irish Architectural Archive holds items on loan which are not included in the above valuation.

With specific reference to loans, Section 2.6 vii of the Archive's Accessions Policy states: Material loaned to the Archive will be kept in the Archive's safe custody and under reasonable storage conditions and the Archive will take all reasonable precautions for its preservation, provided that nothing in this statement shall be deemed to require of the Archive at any time any greater amount or degree of care protection or security than the Archive normally provides for its own records and provided further that no liability shall attach to the Archive for any loss or damage to loaned items.

10. Tangible Fixed Assets

	Office Equipment €	Total €
Cost or valuation		
At 1st January 2018	291,384	291,384
Additions	39,174	39,174
At 31st December 2018	<u>330,558</u>	<u>330,558</u>
Accumulated Depreciation		
At 1st January 2018	286,604	286,604
Charge for the year	14,868	14,868
At 31st December 2018	<u>301,472</u>	<u>301,472</u>
Net book value		
At 31st December 2018	<u>29,086</u>	<u>29,086</u>
At 31 December 2017	<u>4,780</u>	<u>4,780</u>

The Irish Architectural Archive
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Notes to the financial statements
for the year ended 31 December 2018

..... continued

11. Stocks

A stock of books did exist as at 31 December 2018. However, as these books have been in stock for many years the Directors consider it prudent to value the books at €Nil for inclusion in the accounts.

12. Debtors (amounts falling due within one year)

	2018	2017
	€	€
Other debtors	30,000	-
Prepayments and accrued income	1,930	1,721
	<u>31,930</u>	<u>1,721</u>

13. Cash at bank and in hand

	2018	2017
	€	€
Current account	15,666	30,055
Petty cash	138	79
	<u>15,804</u>	<u>30,134</u>

14. Creditors (amounts falling due within one year)

	2018	2017
	€	€
Credit card	1,726	1,766
Other creditors	973	-
PAYE/PRSI	9,053	8,909
Accruals	7,553	10,032
	<u>19,305</u>	<u>20,707</u>

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Notes to the financial statements
for the year ended 31 December 2018

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15. Creditors (amounts falling due after more than one year)	2018	2017
	€	€
Capital Grants Received		
At 1 January	138,004	138,004
Received during the year	20,000	-
At 31 December	<u>158,004</u>	<u>138,004</u>
Released to Statement of Financial Activities		
At 1 January	138,004	137,583
Released during the year	5,000	421
At 31 December	<u>143,004</u>	<u>138,004</u>
Net Book Amount:		
At 31 December	<u>15,000</u>	<u>-</u>

The closing balance of €15,000 relates to a grant of €20,000 received from Department of Culture, Heritage & the Gaeltacht (Stream 3 Arts & Culture Capital Scheme 2016 - 2018) for the purchase of fixed asset (digital camera) in 2018.

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 2. 3.

16. Financial Instruments	2018	2017
	€	€
Financial Liabilities		
Financial liabilities measured at amortised cost	(7,553)	(10,032)
	<u>(7,553)</u>	<u>(10,032)</u>

Financial Liabilities measured at amortised cost comprise accruals.

The Irish Architectural Archive
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Notes to the financial statements
for the year ended 31 December 2018

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17. Reconciliation of movements in funds

	2018	2017
	€	€
Unrestricted Funds - Current Year	26,846	35,086
Restricted Funds - Current Year	62,329	76,047
Surplus for the year	89,175	111,133
Opening Funds brought forward	13,009,138	12,898,005
	<u>13,098,313</u>	<u>13,009,138</u>

Closing Reserves allocated as follows:

	Opening Surplus/(Deficit) 01/01/18 €	2018 €	Closing Surplus/(Deficit) 31/12/18 €
Unrestricted Funds	53,299	26,846	80,145
Restricted Funds	102,000	62,329	164,329
Unallocated reserves prior to 01/01/15	12,853,839	-	12,853,839
	<u>13,009,138</u>	<u>89,175</u>	<u>13,098,313</u>

18. 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).

19. Related Party Transactions

Directors are reimbursed for travel expenses incurred during the course of carrying out their duties. During the year ended 2018 the total expenses reimbursed amounted to €75 (2017: €262). No other related party transactions took place during the year.

The company have agreed with the Office of Public Works that no rent will be payable for the use of the building occupied by the Company. Under FRS 102 a market value of €183,241 has been recognised in the 2018 financial statements as a non exchange donated service.

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Notes to the financial statements
for the year ended 31 December 2018

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20. Key management personnel compensation

Key management includes the Board of Directors, all members of the company management, including the CEO and the Company Secretary. The compensation paid or payable to key management for employee services is shown below:

	2018	2017
	€	€
Salaries and other short term benefits	<u>62,270</u>	<u>60,853</u>

21. Ultimate parent undertaking

The company is controlled by its Members and the Board of Directors.

22. Post Balance Sheet events

There were no significant events post the balance sheet date.

23. Approval of Financial Statements

The financial statements were approved on behalf of the Board on 7 May 2019.

The Irish Architectural Archive
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Detailed Income and Expenditure Account
year ended 31 December 2018

		2018	2017
		€	€
<u>Appendices</u>			
Income			
Grants & Sales (Cash)	1	448,594	418,850
Non monetary donations to the Archive Collection		61,295	108,875
Non monetary rental service donations		183,241	163,175
		<u>693,130</u>	<u>690,900</u>
Expenditure			
Administration expenditure (Cash)	2	(420,714)	(416,592)
Non monetary rental charge		(183,241)	(163,175)
		<u>(603,955)</u>	<u>(579,767)</u>
Surplus of Income over Expenditure		<u>89,175</u>	<u>111,133</u>

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Appendix 1
Income for the year ended 31 December 2018

	2018	2017
	€	€
Grants		
The Office of Public Works	30,000	30,000
Department of Culture, Heritage and the Gaeltacht		
- Cultural Institutions Unit annual grant	315,000	300,000
- Stream 3 Arts & Culture Capital Scheme 2016-2018	20,000	-
- Built Heritage & Architectural Policy section annual grant	18,000	18,000
- Built Heritage & Architectural Policy GPA grant	-	1,128
Capital Grant transferred to long-term creditor	(20,000)	-
Amortisation of Capital Grant	5,000	421
	<hr/> 368,000	<hr/> 349,549
Corporate Support		
IPUT	7,000	7,000
Hibernian REIT	10,000	-
Henry J. Lyons Architects	3,000	3,000
	<hr/> 20,000	<hr/> 10,000
Donations and Other Grants		
Sundry Donations	25,622	16,250
Esme Mitchell Trust	-	11,029
	<hr/> 25,622	<hr/> 27,279
Sales and Print Schemes		
Sale of Photographs & Photocopies	4,923	9,449
Book Sales	435	1,542
	<hr/> 5,358	<hr/> 10,991
Other Income		
Revenue Refunds on Donations	1,686	-
Facility Hire	22,650	19,900
Other Income	3,953	1,131
Camera fees	1,325	-
	<hr/> 29,614	<hr/> 21,031
Exhibitions	<hr/> -	<hr/> -
Total Income	<hr/> 448,594	<hr/> 418,850

The Irish Architectural Archive
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Appendix 2
Expenditure for the year ended 31 December 2018

	2018	2017
	€	€
Premises and Equipment		
Depreciation of Office Equipment	14,868	4,208
Insurance	7,283	8,011
Light & Heat	17,330	18,207
Telephone	1,125	1,145
Repairs & Maintenance	7,962	7,095
Cleaning	16,440	15,011
Rates & Waste Collection	534	362
	<u>65,542</u>	<u>54,039</u>
Staff		
Wages	312,133	304,123
	<u>312,133</u>	<u>304,123</u>
Catalogue		
Catalogue expenses	2,920	3,347
	<u>2,920</u>	<u>3,347</u>
Conservation		
Equipment & Supplies	1,900	1,730
	<u>1,900</u>	<u>1,730</u>
Supplies		
Stationery	1,465	761
Computer & Photocopier Expenses	3,630	5,891
Postage	227	277
	<u>5,322</u>	<u>6,929</u>
Financial Expenses		
Audit, Accountancy and Secretarial Fees	5,197	5,474
Bank Interest & Charges	475	465
	<u>5,672</u>	<u>5,939</u>
Photography, Commissions and Projects		
Exhibitions & Outreach	11,430	12,270
Photography, Commissions and Projects	-	5,201
Photographic Orders	4,116	1,617
	<u>15,546</u>	<u>19,088</u>
Miscellaneous		
Esme Mitchell trust	-	11,336
Travel	336	609
Fire Safety & Security	5,889	6,127
Sundry	4,087	2,093
Subscriptions & Publications	715	666
Websites	652	566
	<u>11,679</u>	<u>21,397</u>
Total Expenditure	<u>420,714</u>	<u>416,592</u>