

**IRISH BIBLE INSTITUTE**

**Annual Report**

**Year ended 31 July 2012**

# IRISH BIBLE INSTITUTE

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# IRISH BIBLE INSTITUTE

A company limited by guarantee not having a share capital

## Directors and Other Information

**Directors**

Michael O'Connell (Chair)  
Kevin Barrett  
Belinda Briggs  
Robbie Burns  
Andy Compton  
Greg Fromholz  
Kevin Hargaden  
Ingrid Harley  
Joe Kelly  
Tim Lewis  
Gráinne McLaughlin  
Jonathan Reid  
James Reilly

**Secretary** Dawn Langrell

**Company Number** 345239

**Registered Office** Ulysses House  
22-24 Foley Street  
Dublin 1

**Auditors** Lewis & Co  
Chartered Accountants  
8 Priory Hall  
Stillorgan, Co Dublin

**Bankers** Allied Irish Banks plc

Exemption from direct taxation has been granted by the Revenue Commissioners on account of the charitable nature of the Company's activities (ref. CHY 6478).

# IRISH BIBLE INSTITUTE

## Report of the Directors Year ended 31 July 2012

The directors present their report together with the audited financial statements for the year to 31 July 2012.

### Principal Activity and Risk Management

The principal activity of the Irish Bible Institute (IBI) is the promotion and advancement of the evangelical Christian faith by the training of church leaders and members. The Board considers the main risk associated with the organisation to be its reliance on the generosity of its volunteers and donors without whom the quality and breadth of the teaching activities in the Institute could not be maintained. People who give their time and money to support student learning are a vital part of the activities and the staff of the Institute dedicate a portion of their time to ensuring that this support is ongoing. Operational risks arise in any organisation and are mitigated to a reasonable degree through the independence of the Board and the experience and professionalism of the staff supported by appropriate internal controls.

### Results

The surplus for the year amounted to € 522,126 which has been dealt with as shown on page 7. The result for the year reflects the funds raised as part of a special building fund campaign we launched in March 2012. We set out to raise nearly €1 million in order to purchase the property we currently lease and to clear all existing debts associated with the premises, including the bank loan entered into when we first moved into the premises. We experienced an amazing response from both existing and new supporters in Ireland and overseas. The fundraising efforts continued over the summer and we were able to successfully complete the transaction in October 2012. The response of our supporters has been hugely encouraging and humbling and we are extremely grateful to everyone who sacrificed to make this possible in so many ways in these difficult economic times. This transaction significantly helps establish IBI for the future and ensuring our work can continue for many years to come.

### Directors

The directors as at the date of approval of this report are listed on page 2. In all cases they were directors for the full year except for Belinda Briggs, Greg Fromholz and Gráinne McLaughlin who were appointed as directors on 8 October 2011 and Kevin Hargaden who was appointed on 13 February 2012. In accordance with the Articles of Association Andrew Crompton, Tim Lewis, Michael O'Connell and Jonathan Reid retired by rotation and were reappointed as directors.

### Books of Account

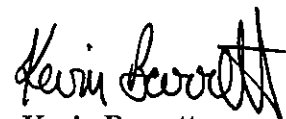
Suitable procedures and personnel ensure that proper books of account are kept - normally at the principal place of business - in compliance with Section 202 Companies Act 1990.

### Health and Safety

The welfare of employees is safeguarded through adherence to health and safety standards in accordance with the requirements of the Safety, Health and Welfare at Work Act 1989.

On behalf of the Board

  
Michael O'Connell  
Director

  
Kevin Barrett  
Director

8 November 2012

## IRISH BIBLE INSTITUTE

### Statement of Directors' responsibilities for the shareholders' financial statements

The directors are responsible for preparing the Annual Report and the financial statements in accordance with applicable Irish law and generally accepted accounting practice in Ireland including the accounting standards issued by the Accounting Standards Board and published by the Institute of Chartered Accountants in Ireland.

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

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors confirm that they have complied with the above requirements in preparing the financial statements.

The directors are responsible for keeping proper books of account which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure the financial statements are prepared in accordance with accounting standards generally accepted in Ireland and with Irish statute comprising the Companies Acts 1963 to 2012. 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.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in Ireland governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

On behalf of the board

  
Michael O'Connell

Director

8 November 2012

  
Kevin Barrett

Director

## IRISH BIBLE INSTITUTE

### **Independent auditors' report to the members of Irish Bible Institute**

We have audited the financial statements of Irish Bible Institute for the year ended 31 July 2012 which comprise the Statement of Financial Activities, the Balance Sheet, the cash flow statement and the related notes. These financial statements have been prepared under the accounting policies set out therein.

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

#### **Respective responsibilities of directors and auditors**

As described in the Statement of Directors' Responsibilities the company's directors are responsible for the preparation of the financial statements in accordance with applicable law and the accounting standards issued by the Accounting Standards Board and promulgated by Chartered Accountants Ireland (Generally Accepted Accounting Practice in Ireland).

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view in accordance with Generally Accepted Accounting Practice in Ireland and are properly prepared in accordance with the Companies Acts 1963 to 2012. We state whether we have obtained all the information and explanations necessary for the purposes of our audit and whether the financial statements are in agreement with the books of account. We also report to you our opinion as to:

- whether the company has kept proper books of account; and
- whether the Directors' Report is consistent with the financial statements.

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

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

#### **Basis of audit opinion**

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

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

## IRISH BIBLE INSTITUTE

### Opinion

In our opinion the financial statements:

- give a true and fair view, in accordance with Generally Accepted Accounting Practice in Ireland, of the state of the company's affairs as at 31 July 2012 and of its results for the year then ended ; and
- have been properly prepared in accordance with the Companies Acts 1963 to 2012.

We have obtained all the information and explanations, which we consider necessary for the purposes of our audit. In our opinion proper books of account have been kept by the company. The financial statements are in agreement with the books of account.

In our opinion the information given in the directors' report is consistent with the financial statements.



*Keith Talbot (Statutory Auditor) for and on behalf of*

**Lewis & Co  
8 Priory Hall  
Stillorgan, Co Dublin**

**Chartered Accountants  
Registered Auditors**

**8 November 2012**

IRISH BIBLE INSTITUTE

Statement of Financial Activities  
Year Ended 31 July 2012

		2012	2011
		€	€
	Notes		
Total Income		1,069,017	760,148
Total Expenses		<u>(546,891)</u>	<u>(687,507)</u>
<b>Surplus for the year on all activities</b>		522,126	72,641
Surplus / (deficit) on non-operational items appropriated to other funds:			
PhD seed	11	(3,895)	(7,345)
Building for the Future fund	11	528,112	(1,202)
Ulysses House property	11	<u>(32,333)</u>	<u>68,912</u>
Net surplus / (deficit) on non-operating items to be appropriated		491,884 <u>(491,884)</u>	60,365 <u>(60,365)</u>
<b>Operating surplus / (deficit)</b>	<b>2</b>	30,242	12,276
<b>Increase / (decrease) in operational fund</b>		<u>30,242</u>	<u>12,276</u>
Accumulated surplus on operations brought forward		169,162	156,886
<b>Accumulated surplus on operations carried forward</b>		<u><u>199,404</u></u>	<u><u>169,162</u></u>

There were no recognised gains or losses other than the surplus or deficit for the financial years above.

All income and expenses arise from continuing activities.

The financial statements were approved by the Board on 8 November 2012. Signed on behalf of the Board  
by

  
Michael O'Connell  
Director

  
Kevin Barrett  
Director



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Balance Sheet  
as at 31 July 2012

	Notes	2012		2011	
		€	€	€	€
<b>Fixed Assets</b>					
Tangible assets	6		38,462		38,462
<b>Current Assets</b>					
Debtors: due within one year	7	43,785		71,271	
Cash at bank and on hand		760,179		185,982	
		<u>803,964</u>		<u>257,253</u>	
<b>Creditors: amounts falling due within one year</b>	8	<u>(70,388)</u>		<u>(45,803)</u>	
<b>Net Current assets</b>			<u>733,576</u>		<u>211,450</u>
<b>Total Assets Less Current Liabilities</b>			772,038		249,912
Bank loan	9		<u>(300,000)</u>		<u>(300,000)</u>
<b>Net assets/(liabilities)</b>			<u><u>472,038</u></u>		<u><u>(50,088)</u></u>
<b>Funds</b>					
Operational	11		199,404		169,162
PhD seed	11		-		3,895
Building for the Future fund	11		528,112		-
Ulysses House property	11		<u>(255,478)</u>		<u>(223,145)</u>
			<u><u>472,038</u></u>		<u><u>(50,088)</u></u>

The financial statements were approved by the Board on 8 November 2012. Signed on behalf of the Board by

  
Michael O'Connell  
Director

  
Kevin Barrett  
Director

**IRISH BIBLE INSTITUTE**

**Cash Flow Statement  
Year ended 31 July 2012**

	<b>2012</b>	<b>2011</b>
	€	€
<b>Reconciliation of operating surplus to net cash inflow from continuing activities</b>		
Operating surplus	30,242	12,276
Returns on investments and servicing of finance	(1,034)	(2,377)
Net surplus / (deficit) on non-operating activities	491,884	60,365
	<u>521,092</u>	<u>70,264</u>
Decrease / (increase) in debtors	27,486	(25,128)
Increase / (decrease) in creditors	24,585	(96,125)
<b>Net cash inflow / (outflow) from continuing activities</b>	<u>573,163</u>	<u>(50,989)</u>
 <b>Cash flow statement</b>		
Net cash inflow / (outflow) from continuing activities	573,163	(50,989)
Returns on investments and servicing of finance	1,034	2,377
Capital expenditure	-	(19,231)
<b>Increase / (decrease) in cash in the year</b>	<u>574,197</u>	<u>(67,843)</u>
 <b>Reconciliation of net cash flow to movement in net funds (Note 12)</b>		
<b>Increase / (decrease) in cash in the year</b>	574,197	(67,843)
<b>Net debt at 1 August 2011</b>	(114,018)	(46,175)
<b>Net funds at 31 July 2012</b>	<u>460,179</u>	<u>(114,018)</u>

# IRISH BIBLE INSTITUTE

## Notes to the Financial Statements

Year ended 31 July 2012

### 1. Accounting Policies

#### 1.1. Accounting convention

The financial statements are prepared under the historical cost convention modified to include the revaluation of certain fixed assets.

#### 1.2. Income

Student fees are recognised when invoiced. Gifts are recognised when received. Undesignated income (e.g. legacies) are allocated as determined by the directors.

#### 1.3. Library

No value is attributed to the stock of library books kept for research. These are valued at a replacement value of €135,000 for insurance purposes.

#### 1.4. Tangible fixed assets

Leasehold property is recognised on a valuation basis, amortised where considered appropriate.

#### 1.5. Foreign currencies

Monetary assets and liabilities denominated in foreign currencies are translated into euro at the rates of exchange prevailing at the accounting date. Transactions in foreign currencies are recorded at the date of the transactions. All differences are taken to the statement of financial activities.

### 2. Operating surplus

2012	2011
€	€

Operating surplus is stated after charging:

Accountants and auditors' remuneration

3,596	4,606
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Net foreign exchange gain / (loss)

2,945	(2,464)
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### 3. Employees

2012	2011
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#### Number of employees

The average monthly number of employees (excluding the directors) during the year was:

10	11
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#### Employment costs

2012	2011
€	€

Wages and salaries

266,078	314,806
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Other pension costs

23,415	30,017
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289,493	344,823
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**IRISH BIBLE INSTITUTE**

**Notes to the Financial Statements  
Year ended 31 July 2012**

..... continued

<b>4.</b>	<b>Interest receivable and similar income</b>	<b>2012</b>	<b>2011</b>
		€	€
	Bank interest	<u>1,034</u>	<u>2,377</u>

**5. Pension costs**

The company operates an externally funded defined contribution pension scheme for employees. The cost for the year was € 23,415 (2011 - € 30,017).

**6. Tangible assets**

	Short leasehold property €	Building acquisition €	Total €
<b>Cost/valuation</b>			
At 31 July 2011			
At 31 July 2012	<u>1,500,000</u>	<u>38,462</u>	<u>1,538,462</u>
<b>Depreciation/revaluation</b>			
At 31 July 2011			
At 31 July 2012	<u>1,500,000</u>	<u>-</u>	<u>1,500,000</u>
<b>Net book values</b>			
At 31 July 2011	<u>-</u>	<u>38,462</u>	<u>38,462</u>
At 31 July 2012	<u>-</u>	<u>38,462</u>	<u>38,462</u>

IBI has a lease interest in the property which it occupies under a short term lease to March 2015. This interest was professionally valued in October 2006 at €1.5 million and a revaluation reserve was created. The directors reviewed this valuation in 2010 in light of property values in Dublin, and considered it appropriate to write down the value of that interest to €Nil.

Since the year end IBI acquired the freehold interest in this property for an additional €575,000.

**IRISH BIBLE INSTITUTE**

**Notes to the Financial Statements**

**Year ended 31 July 2012**

..... continued

		2012	2011
		€	€
<b>7. Debtors</b>			
	Prepayments and accrued income	42,562	67,245
	Other debtors	1,223	4,026
		<u>43,785</u>	<u>71,271</u>
<b>8. Creditors: amounts falling due within one year</b>		2012	2011
		€	€
	Trade creditors and accruals	61,886	36,775
	Payments received on account	8,502	9,028
		<u>70,388</u>	<u>45,803</u>
<b>9. Creditors: amounts falling due after more than one year</b>		2012	2011
		€	€
	Long term loans	<u>300,000</u>	<u>300,000</u>

Since the year end this loan has been fully repaid.

**10. Contingent liabilities**

The Revenue concluded, during the year, that no liability was payable by IBI in respect of a previously disclosed contingent liability for VAT on IBI's lease.

**IRISH BIBLE INSTITUTE**

**Notes to the Financial Statements**

**Year ended 31 July 2012**

..... continued

**11. Funds**

	<b>Operational fund €</b>	<b>Other funds €</b>	<b>Total €</b>
<b>At 1 August 2011</b>	169,162	(219,250)	(50,088)
Surplus / (deficit)	30,242	491,884	522,126
<b>At 31 July 2012</b>	<u>199,404</u>	<u>272,634</u>	<u>472,038</u>

**Schedule of other funds**

	<b>PhD seed fund €</b>	<b>Building for the Future fund €</b>	<b>Ulysses House property fund €</b>	<b>Total other funds €</b>
<b>At 1 August 2011</b>	3,895	-	(223,145)	(219,250)
Surplus / (deficit)	(3,895)	528,112	(32,333)	491,884
<b>At 31 July 2012</b>	<u>-</u>	<u>528,112</u>	<u>(255,478)</u>	<u>272,634</u>

**12. Analysis of changes in net funds**

	<b>Opening balance €</b>	<b>Cash flows €</b>	<b>Closing balance €</b>
Cash at bank and in hand	185,982	574,197	760,179
Debt due after one year	(300,000)	-	(300,000)
<b>Net funds</b>	<u>(114,018)</u>	<u>574,197</u>	<u>460,179</u>

**IRISH BIBLE INSTITUTE**

**Detailed Accounts: Operational  
Year ended 31 July 2012**

	2012		2011	
	€	€	€	€
<b>Income</b>				
Student fees		207,090		312,508
Gifts - operational		208,214		264,303
Gifts for student bursaries		-		6,569
Event income		2,315		4,880
Other income		2,420		630
Bank deposit interest		1,034		2,377
Recovery of fundraising expenses		30,283		-
		451,356		591,267
<b>Expenses</b>				
Wages and salaries	266,078		314,806	
Lecturers fees and expenses	8,929		7,248	
Staff pension costs	23,415		30,017	
Staff development	3,525		3,200	
Fundraising	1,883		6,743	
IBI development	1,354		471	
Student costs	7,038		8,956	
University of Wales registration fees	17,952		20,584	
Student bursaries	6,905		52,163	
Event expenses	1,863		1,844	
Library	5,966		5,029	
Rent payable	12,000		44,000	
Service charges	21,344		24,655	
Insurance	4,343		4,370	
Publicity and printing	6,499		7,961	
Office supplies	1,886		1,826	
Light and heat	5,475		5,751	
Cleaning	5,449		5,921	
Repairs and maintenance	4,106		2,178	
Equipment and computer costs	8,772		11,457	
Telephone and postage	3,240		3,105	
Legal and professional	-		40	
Audit and accountancy	3,596		4,606	
Bank charges	1,383		1,395	
Bad debts written off	-		6,181	
(Profit)/loss on exchange	(2,945)		2,464	
Sundry expenses	1,058		2,020	
		421,114		578,991
<b>Net surplus / (deficit) for the year</b>		30,242		12,276

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Detailed Accounts: Non-operational  
Year ended 31 July 2012

	2012 €	2011 €
<b><u>PhD seed</u></b>		
<b>Income</b>		
Gifts	-	-
<b>Expenses</b>		
Staff development	(3,895)	(7,345)
<b>Net surplus / (deficit) for the year</b>	<u>(3,895)</u>	<u>(7,345)</u>
<b><u>Building for the Future fund (Restricted)</u></b>		
<b>Income</b>		
Gifts	605,661	-
<b>Expenses</b>		
Fundraising costs	(41,158)	(1,202)
Property expenses	(36,391)	-
<b>Net surplus / (deficit) for the year</b>	<u>528,112</u>	<u>(1,202)</u>
<b><u>Ulysses House property</u></b>		
<b>Income</b>		
Rent received - External	-	118,881
- Internal	12,000	44,000
Gifts for property rental costs	-	6,000
	<u>12,000</u>	<u>168,881</u>
<b>Expenses</b>		
Rent paid and costs of letting	(44,333)	(99,969)
<b>Net surplus / (deficit) for the year</b>	<u>(32,333)</u>	<u>68,912</u>



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**Appendix:**

**IBI CÁIRDE**

**Detailed Income and Expenditure Account  
for the year ended 31 July 2012**

	2012		2011	
	€	€	€	€
<b>Income</b>				
Subscriptions		180		260
Gifts		25		2,348
		<u>205</u>		<u>2,608</u>
<b>Expenses</b>				
Printing and postage	-		25	
Gifts and donations	150		150	
Event expenses	473		1,876	
		<u>623</u>	<u>-</u>	<u>2,051</u>
Surplus for the year		(418)		557
Surplus brought forward		1,098		541
Surplus carried forward		<u>680</u>		<u>1,098</u>

IBI Cáirde is the past student association of the Irish Bible Institute.