

To: ASC Board
From: Chris Eskridge
Date: October 22, 2004
Re: Executive Director Annual Report

This has been a very busy six months to say the least. The bottom line is that we are financially healthy, and remain a vibrant, active professional society. There is much going on in many spheres in our organization.

1. ASC Financial Status

As noted above, we continue to be a financially stable and sound organization. As of September 30, 2004 our total assets were \$1,175,000. To put this in some perspective, realize that our total assets as of December 31, 1997 were \$573,000. Our income continues to flow from four primary sources, interest and dividends from our investments, CRIMINOLOGY library sales, meeting registration fees, and membership dues.

I have attached three financial reports which articulate our financial position in more detail:

- A. *2004 Profit and Loss Statement (3rd quarter report)* - We have realized a \$119,600 profit to date, but this figure does warrant some brief discussion. At this point, we have collected funds for the Annual Meeting, but of course have yet to pay our bills for the meetings. We have collected funds for the journals, but obviously at this point have yet to pay for next year's journal expenditures. An additional reason that we are in the black at present is due to the fact that we received substantial donations from John Jay College and the University of Missouri-St. Louis, and those earmarked donations have yet to be spent. I believe we will show a profit for the year, probably something in the \$10,000 to \$15,000 range as I look at anticipated expenditures against current and anticipated revenue.
- B. *2004 Balance Sheet (3rd quarter report)* - As noted above, our total paper assets continue to hover in the \$1.2 million range. We are conservatively invested in mutual funds and bonds. Our plan at present is to continue to take any excess funds that may accrue in our checking account and move them into bank certificates of deposit.
- C. *2004 Budget Comparison (3rd quarter report)* - We had budgeted \$798,000 for our expenses in the year 2004, and have spent 56 percent of that (\$450,000) through the third quarter. We had anticipated \$798,000 in income for the year and have realized \$569,500 or 71 percent of this to date.

2. Division Financial Status

The ASC Divisions remain quite active, and all now carry a positive account balance.

Corrections and Sentencing Division: current account balance - \$8,800; current membership 272.

Critical Division: current account balance - \$9,800; current membership 259.

International Division: current account balance - \$6,600; current membership 373.

People of Color and Crime: current account balance - \$400; current membership 151.

Women and Crime: current account balance - \$7,900; current membership 301.

3. Proposed 2005 Budget (attached)

I cannot put an accurate budget together until we decide on the publication agreement matter. When and if a publishing agreement contract is signed, I will then send out a proposed budget to the Board. Assuming that we do sign a contract, I would estimate that we will be generating and spending something in the range of \$600,000 (see attached). This is substantially less than the \$800,000 we spent this year because under the publishing agreement, our publishing partner will be covering printing and distribution costs for our journals.

4. Web Page

We continue to update our web page, and have spent considerable time maintaining and updating with the membership directory. We have also spent a fair amount of resources on maintaining the area of expertise page. We have also added a number of archival/historical items to the web page such as a list of all former ASC officers as far back as our records take us (by year and by office), a list of all meeting sites, themes and program chairs, and pictures of most of our former presidents.

5. Policy and Procedures Manual

We have updated the Policy and Procedures manual as per the decisions made by the Board at the Mid-year meetings. We have the revised version in hard copy form, as well as on the web.

6. Personnel

- A. Sue Beelman, our bookkeeper is currently paid \$33,205 per year for a contractual 32 hour work week. Sue is very task oriented and goes the extra mile to complete what needs to be done regardless of the clock. Her work has been complicated of late with the addition of a new journal and all of the accounting requirements involved in managing the fiscal aspects of our NIJ grant. Sue receives very high marks from our auditor, who regularly comments on her precision and attention to detail. She provides me with any piece of financial information that I need in a most timely fashion, and is an invaluable

part of our central office team. I recommend a 3 percent pay raise. This would increase her salary to \$34,201.

B. Sarah begins her 29th year with us in January. As we all know, she is deeply devoted to ASC and I shudder to think where this profession would be without her. She continues to perform far above and beyond the call of duty. I wish to particularly point out that she has continued to work with the CMS program and has made a number of valuable improvements in this software program. She is currently paid \$63,075. I recommend a 3 percent pay raise. This would increase her salary to \$64,967.

C. Please be aware that we hire Rita Hollingshead on a part-time basis to help us in Columbus during high workload periods (stuff meeting packets, newsletter mailings, etc). Rita (and her husband who volunteers) will be helping out at registration in Nashville. We also use the services of Suchi Sharma in the Lincoln office to help primarily with web page items (membership directory, area of expertise, journal abstracts), and I will probably be hiring another student worker next semester to assist primarily with the membership directory.

7. Annual Meeting Preparations

- A. Nashville (2004) - Frank, his Program Co-Chairs Bonnie Fisher and Melissa Moon, Sarah and I visited Nashville in the spring. We worked out the final details regarding room usage, made audio-visual arrangements, got the music equipment ordered for the dance, meet with the drayage folks and went over the exhibit hall set-up and logistics, discussed freight/shipping logistics, etc., etc., etc. We have sufficient meeting and sleeping rooms and have mapped out what will be a great meeting. Do remember to come to the Ice Cream Social which will be held on Thursday from 2:00 to 3:30 in the Exhibit Hall. As usual, you are asked to serve ice cream to the members. We have an apron and chefs hat for each current member of the Board.
- B. Toronto (2005) - Julie, her Program Co-Chairs Frankie Bailey and Colin Loftin, and I visited Nashville last spring. We had a very constructive visit and made excellent progress. As you are aware, the Mid-Year Board Meeting will be held in Toronto in April. The program team will be arriving a day early next April to do a second walk-thru. A proposed budget for the Toronto meeting is attached, based on a conservative attendance estimate of 2,350.
- C. Los Angeles (2006) - Gary, his program chair(s), and I will be traveling to Los Angeles in the winter/spring to do a *first cut* for this meeting. This is going to be a challenge as the meetings will be held in a convention center (the last time we are in a convention center at least through 2013) that is quite some distance from our hotels.

8. Sellin Glueck Award Criteria Changes

As you are aware, the Board voted to change the criteria for the Sellin-Glueck Award at the Mid-Year Meeting in Nashville. We need to vote on this proposal one more time to make it official:

The Sellin-Glueck Award is given in order to call attention to criminological scholarship that considers problems of crime and justice as they are manifested outside the United States; internationally or comparatively. Preference is given for scholarship that analyzes non-U.S. data, is predominantly outside of U.S. criminological journals, and in receiving the award, brings new perspectives or approaches to the attention of the members of the Society. The recipient need not speak English, however, his/her work must be available in part at least, in the English language (either by original publication or through translation).

9. Columbus Visit

I visited Columbus in October and worked with Sarah and Sue. I spent a great deal of time getting the journals and newsletters organized in the office backroom, examined our financial records, and continued to work on the archives. I mentioned this previously, but wish to do so again....I have found the historical material to be most fascinating. This trip, I came across the minutes from the first meeting of what was to become ASC. That meeting was held on December 30 and 31, 1941 in the home of August Vollmer in Berkeley, California. I can certainly send a copy of this interesting document to any who would be interested.

10. Past and Future Travel

Along with several representatives from the ASC Division on International Criminology, I attended the meeting of the United Nations Economic and Social Council in May. Among other ventures, I distributed a significant amount of ASC literature to the delegates and spent time visiting with them about ASC, and generally explaining who we are and discussing what we can offer. We are now working with the United Nations on a number of projects, including some involvement with the 2005 U.N. Crime Congress meetings in Bangkok, digitalizing the previous U.N. Crime Congress proceedings and papers, and assisting in the possible development of a U.N. justice training academy, among other ventures.

I attended the European Society of Criminology meetings in August. I staffed a booth at these meetings and distributed ASC materials. The ASC also sponsored an Ice Cream Social at the ESC. I spent some time with the ESC 2005 meeting program chair and their newly installed Executive Secretary. We discussed various organizational matters and have continued this exchange since returning home.

Using a combination of ASC and other funds, I traveled to a variety of places in the last few months, and have attempted to generally promote the professional interests of criminology. Julie will represent us at the British Society of Criminology meetings next July, and at the ESC meetings in September. Bob Meier will represent us at the Australia/New Zealand Society of Criminology meetings in February. I will dutifully load

them down with journals and newsletters and flyers to distribute at these meetings.

11. Forum Partnerships Proposal

I would like to propose a model where ASC could serve as a partner with one (or more) academic institutions in sponsoring occasional forums/colloquiums. My vision is that these forums not be held in conjunction with the ASC Annual Meeting, but that they would be held at another time and on the campus of one of the partner institutions. My vision is that this would be limited to a substantive partnership on ASC's part. I would suggest that there would be no financial risks or responsibility on our part whatsoever.

My thought is that a university (and I would propose to limit this to doctoral granting criminal justice/criminology programs; members of the AADPCCJ) may wish to hold a colloquia or forum, and may wish to have ASC serve as a co-sponsor. The university would contact that ASC Board and ask that we, as a Board, identify one or more persons to help them develop the substantive program portion of the forum. Just as the Board now designates an ASC representative to AAAS to put together sessions at the AAAS meetings with no financial compensation from ASC, this individual(s) would organize sessions for the co-sponsored forum. I would propose that the Board not interfere with the substantive make-up of the session, just as under the current AAAS model. At present, Rick Rosenfeld is our Board approved representative to AAAS. He organizes the sessions at AAAS on our behalf, and we trust him to move and function in a professional context. So too under this proposed model, I would propose that our role as a Board would be to identify the individual(s), and then let them move forward without our interference. Yet, just as with the AAAS model, the Board can intervene if in our estimation, the individual is not acting in the best interests of ASC, and we can remove the individual as our rep and/or our name as a co-sponsor of the forum/colloquium.

The individual(s) that the ASC Board identifies can obviously decline to participate in the development of the forum. We could then simply identify another, or, we could decline to participate at all. The individual would not be paid by ASC, but the hosting institution could certainly enter into a financial arrangement with them, independent of ASC.

This will result in a greater exposure for ASC, particularly among practitioners who are more likely to attend local university sponsored forums than an ASC meeting. Our members who participate in the forum will also be able to move into an environment where there would be additional interaction with practitioners. The advantage to the universities is that they could draw upon additional talent, and perhaps attract a larger audience using the ASC name.

A concrete example - suppose the Criminal Justice Department at the University of Florida (a Ph.D. granting program) decides to hold a forum on white collar crime. They ask the ASC to name a representative. The Board comes up with the name of Henry Pontell. Henry of course may decline, but may also choose to participate. In the event

that he agrees to participate, he would then assist the folks at UF in developing the substantive program for the forum. The forum is advertised as a UF/ASC sponsored event. Henry perhaps has his travel covered and maybe even receives an honorarium. The University of Florida gets exposure, ASC gets exposure, and our members that are on the program then interact with an audience that they would generally not have access.

I would propose that we move into such a model, and that we announce this new program/policy through the AADPCCJ.

**PROPOSED BUDGET FOR THE
2005 TORONTO ASC MEETINGS**

Income:

Program Book Sales	200.00
Registration Income	179,800.00
Total Income:	\$180,000.00

Expenses:

Audio Visual	10,000.00
Drayage	9,000.00
Extra Help/Wages	4,000.00
Meals (Staff and Registration Help)	1,000.00
Postage	5,000.00
Printing	10,000.00
Programs and Meeting Packets	25,000.00
Receptions	
Opening	17,000.00
Presidential	20,000.00
Wine and Cheese	8,000.00
Shipping	4,000.00
Site Visit Travel	2,000.00
Supplies	12,000.00
Telephone	500.00
Travel	2,500.00
Total Expenses:	\$130,000.00

**PROPOSED 2005 ASC BUDGET
(ASSUMING PUBLISHING AGREEMENT)**

INCOME:

Advertising/Marketing	\$ 40,000
Annual Meeting	180,000
<i>Criminologist</i>	20,000
<i>Criminology/CP</i>	125,000
Dues	190,000
Employment Exchange	4,000
Executive Director	4,000
Investment Income	20,000
Minority Fellowship-Grad	6,000
Reprints	1,000
Royalties	<u>10,000</u>
TOTAL	\$600,000

EXPENSES:

Advertising/Marketing	\$ 2,000
Affiliations	8,000
Annual Meeting	130,000
Awards	3,000
Committees	1,000
<i>Criminologist</i>	38,000
<i>Criminology</i>	20,000
<i>Criminology & Public Policy</i>	20,000
Employment Exchange	3,000
Equipment Expense	15,000
Executive Board	10,000
Executive Director Office	74,000
International Initiatives	15,000
Minority Fellowship-Grad	20,000
Minority Fellowship-Undergrad	20,000
Misc. Expenses	10,000
Office Expenses	45,000
On-Line Program	14,000
Personnel	135,000
President Secretary Support	2,000
Professional Fees	5,000
Site Selection	2,000
Taxes	<u>8,000</u>
TOTAL	\$600,000