

To: ASC Executive Board
From: Chris Eskridge
Re: Mid-year Report
Date: April 16, 2001

We have engaged in the normal flow of business for the past five months, and offer the following report.

1. Financial Status

The bottom line is that we continue to be a financially stable and sound organization. Our total assets as of December 31, 1997 were \$573,000. Our total assets as of December 31, 2000 were \$1,050,000. So in three years, we have almost doubled our financial value. Our income continues to flow from three primary sources; we realized some \$116,000 in interest and dividends from our investments; Criminology sales continue to be strong; and, our membership figures continue to move upward. I have attached three reports which articulate our financial position in more detail:

A. 2000 Profit and Loss Statement - We realized \$182,000 in profit for the year, picking up \$116,000 in dividends and interest from our stocks and bonds.

Subtracting that out of the equation results in a \$66,000 operational profit. We made \$46,000 on the San Francisco meeting, which means that we turned a \$20,000 profit in terms of "regular" operations.

B. 2000 Balance Sheet - Our total assets are now in excess of \$1 million, with nearly \$900,000 in equity. As we all know, there has been a downturn in the market, and our paper value has certainly dropped. We are conservatively invested in mutual funds and we suggest that we stay the course (ie. hold on to our present portfolio) and ride this bear market out. For the time being, we will take any excess funds that may accrue and purchase bank certificates of deposit.

C. 2000 Budget Comparison - We had budgeted \$561,000 for our expenses in the year 2000, and spent 97.8 percent of that (\$537,900). We had anticipated \$561,000 in income, but realized \$720,000 or 30.7 percent more. So, we spent less than anticipated and made more than anticipated, and that is a good thing!

The two areas where there were significant discrepancies were;

1. Employment exchange revenue - We picked up more income from the employment exchange because we are now listing the positions on the web and charging for that service, and that proved to be quite popular with the schools.
2. Criminology expenditures - We budgeted \$80,000 for Criminology and realized an actual cost of \$96,000. This is mis-leading and is really more of an accounting issue. We have to pay library agents a fee, and instead of taking the fee cost out of the income side, we have debited it on the expense side. The fees come out to just over \$15,000, so conceptually the Criminology operating expenses are roughly \$80,000 (\$96,719 - \$15,000). Under this model, instead of realizing \$194,500 in subscription

revenue, we really took in that amount minus \$15,000 or \$179,500. Anyway you cut it, the bottom line is that we saw a profit of \$97,781 from Criminology in the year 2000. Next year, since we are putting the fees on the expense side, I will put in the \$97,000 figure for anticipated Criminology expenses (and will probably push it to \$100,000 to account for inflation).

In some ways, the following set of recommendations seems incongruent. We are in a solid financial position, but I am suggesting that we raise some of our fees. We continue to operate with extraordinarily low personnel costs, and at Sarah=s retirement, we will be looking at two full-time staff as her replacement. We do not have a fee structure in place at present to cover those costs. Rather than ~~aspire~~ the fees, I suggest that we begin now to slowly bring the fees up to reflect this inevitable event. Furthermore, we have not raised our fees for some time, and in some ways, this can be considered an inflationary adjustment. We would suggest as follows:

- A. Raise meeting registration fees by \$10 for the Atlanta meetings. They were last raised in 1998. The new figures would be as follows:

Before November 1	U.S.	After November 1	
ASC Members:	\$85.00	ASC Members:	\$100.00
Non- Members:	\$95.00	Non- Members:	\$110.00
ASC Student Members:	\$25.00	ASC Student Members:	\$ 35.00

- B. Raise membership dues \$10 (raise student dues by \$5) as of January 1, 2002. They were last raised in 1998. It now costs us approximately \$110 per person per year to service our members, and yet the active full members are only paying \$60. The new figures would be as follows:

Active Member - \$70
 Partner/Spouse Member - \$75
 Three-Year Member - \$175
 Student Member - \$35
 Student Partner/Spouse - \$40
 Retired - \$40

- C. We need to make a significant change in our Institutional Member dues. At present, Institutional Members pay \$125 a year. They receive 3 copies of each volume of Criminology (a total of 12 copies a year), and three copies of each volume of The Criminologist (a total of 18 copies a year). To obtain a single subscription to Criminology, libraries pay \$120 a year, and a single subscription to The Criminologist costs \$15 a year. There are currently some 30 Institutional members. Our Constitution articulates the existence of Institutional Members, so we cannot simply do away with them, but we can set the dues at an appropriate level. I would suggest that we set the Institutional Member fee at \$250 a year. Were a library to order 3 copies of each volume of Criminology, they would pay

\$360 a year (\$120 x 3). Three copies of The Criminologist would cost the \$45 (\$15 x 3) a year. This would yield a total of \$405 (\$360 + \$45). A proposed figure for Institutional Membership of \$250 is still a discount, but no longer the basic "free gift" we are giving these institutional members by only charging \$125. It is true that we might lose some or even all of these 30+ institutional members. In a cost/benefit analysis, we can afford to do so at the rate they are currently paying.

2. *Web Page*

Areas of Expertise is now up on the web and we will make on-going efforts to keep it up to date. This has been a major undertaking and we hope it proves to be of some value, particularly given the many personnel hours devoted to the project.

Criminology abstracts for the year 2000 are now complete including abstract, author index, and subject index. Do note that Criminology abstracts (including abstract, author index and subject index) from 1980 through 2000 are now on the web. We have started work on the February 2001 edition. Bob is going to explore the possibility of having authors self-designate key words so that the subject index will reflect the authors' perspective rather than mine.

3. *New Policy Journal*

This matter will be taken up more thoroughly in Todd's report. As requested by the Board, I have done some work examining the financial ramifications of starting up the new policy journal.

- A. The publication cost side is relatively easy to estimate; it costs us around \$80,000 a year for Criminology, or \$20,000 per edition. The new journal would perhaps not be as long (less paper, smaller postage costs), but would have some significant start-up costs (new masthead, new artwork). These costs would probably cancel each other out, and so we estimate the cost of the new journal will be \$20,000 per edition. Were we to publish this on a semi-annual basis, we would be looking at \$40,000 per year.
- B. Marketing costs are almost impossible for us to estimate. NIJ wants us to mail free copies of the journal to some 10,000 people/offices, for 3 years. I have contacted Gallup Polls, Dunn and Bradstreet (who specialize in compiling mailing lists) and three other firms in an attempt to get a handle on the cost of developing and maintaining such a list. I am getting figures of \$40 to \$55 per person, which would make the matter cost prohibitive. My conclusion is that we need to sub-contract both this portion as well as the actual printing portion to a publisher who has many of the mailing lists in place, and has the professional staff in place to acquire more names.
- C. Web costs are also impossible for me to estimate. NIJ wants the journal up on the web. Again, this is simply out of our league, and we need to sub-contract with a publisher to handle the web publishing portion of this effort.

- D. As best as we can tell, there are six journals out there that focus on justice policy issues:
1. *Justice Policy Journal* - This is published by the Justice Policy Institute in San Francisco. This is an electronic journal. I have written and asked for information regarding circulation figures, but no reply as of yet.
 2. *Criminal Justice Policy Review* - This used to be the Indiana University of Pennsylvania journal. Sage just bought it. It has about 100 library subscriptions.
 3. *Criminal Justice: The International Journal of Policy and Practice* - This is a new journal. Sage also owns this journal, but it is being run out of their London office. No sales figures yet because the journal has yet to be published.
 4. *Justice Research and Policy* - This journal is published by the Justice Research and Statistics Association. It has about library 20 subscriptions.
 5. *European Journal on Criminal Policy and Research* - The cost of this journal is currently being underwritten by the Dutch Ministry of Justice and is published by Kluwer Academic Press. It is also in the midst of a transition as the newly created European Society of Criminology appears as if it will be taking it over, though that is still being negotiated. It has about 170 library subscriptions.
 6. *Contexts* - This is a new policy journal/magazine that will be published as of 2002 by the American Sociological Association. The editor is from the University of California-Berkeley.

4. *Policy and Procedures Manual*

I have updated the Policy and Procedures manual as per the decisions made by the Board at the San Francisco meetings. We have the revised version in hard copy form, as well as on the web. Of particular note, we have developed a relatively detailed job description and time line for the President and Vice President, and it is now on the web. I sent a copy to Ron, Larry, Todd and Christy for their review and comments.

5. *Site Visit Issues*

- A. 2008 Meetings - We had originally narrowed our choices to St. Louis, Minneapolis, Chicago and New Orleans. New Orleans came in with very high room rates, so we eliminated them. Chicago also came in high, but since I was going to Chicago anyway for the 2002 site visit, I took the opportunity to examine the facilities with 2008 in mind. The facilities are nice and they will work, but the hotels will not come down in price, so I think we eliminate Chicago. That leaves St. Louis and Minneapolis. Both are airline hub cities, both are up and coming in terms of hosting conventions (St. Louis hosted the women's final four this year; Minneapolis the men's final four). As of this writing, I do not have their final bids

but will have them as of the Board Meeting next week and will come to the meeting with a recommendation.

- B. 2009 Meetings - We are set to rotate to the west for 2009. With Board approval, we will begin to examine 2009 possibilities over the next six months. Vancouver will particularly be given careful consideration.
- C. We have had a Site Selection Advisory Committee for the last two years. This Committee has done very little and can do very little, due to the fact that site selection has become such a detailed effort. I would like to propose that Site Selection Advisory Committee be eliminated. With the elimination of the Site Selection Advisory Committee, the Site Selection procedure would be as follows:

Following a general location rotation of east, mid-west, west, the Executive Director shall have the primary responsibility of identifying a general focus group of cities for future meeting sites. The final focus group selection will be approved by the Executive Board. Using the cities identified in final focus group, the Executive Director will have the responsibility for carrying out site evaluations and conducting specific hotel negotiations. The Executive Director, at their discretion and with Executive Board approval, may call upon persons in and out of the Society for help and assistance in this area of major responsibility. The Executive Director will conduct specific negotiations with hotels and other meeting-related business entities in those cities, with the final contracts subject to approval by the Executive Board. The contracts may be signed by either the President or the Executive Director, subject to Executive Board approval.

6. Annual Meeting Preparations

- A. Atlanta (2001) - We will be doing a final Atlanta site visit the day prior to the Board Meeting. Val and Richard will be at the Board Meeting and will present a report. I might note that we have an overflow contract with the Hilton for 250 rooms peak night. We will, of course, continue to monitor room pick up figures and try to make other contractual arrangements as necessary.

We have contracted with Freeman to be our drayage firm for Atlanta. We actually signed a three year contract with Freeman Decorating, with the multi-year agreement lowering our costs.

I was asked by the Board to look into the possibility of setting up a bank of computers at the meetings for participants to check their email. I contact Dell, Compaq and Gateway to see if they would be interested in setting up 10 computers *à*gratis in exchange for free space and the opportunity to display their products to our participants. None of them were interested in this arrangement. This meant that we would have to rent the computers. I did not go further with this effort, because I also I checked with the hotel regarding power

hook-up costs, phone line costs and approximate phone use costs. It would cost us roughly \$4,750 for 10 standard phone lines and \$5,750 for 10 high speed phone lines. This price, coupled with the anticipated rental, set-up and break-down costs for the computers, we concluded, would be just too expensive and we have decided not to pursue the matter. Prentice Hall also showed some interest in setting up a bank of computers to show off their latest products and to also allow faculty free access to their email. I contacted the Prentice Hall folks and we explored the matter, but in the end, they decided not to do it.

- B. Chicago (2002) - Larry, his Program Co-Chair Ellen Cohn and I visited Chicago and did our first run through of the Palmer House. We are working out the final details regarding room usage, and are negotiating with both the Hilton and the Hyatt for overflow sleeping rooms. We have sufficient meeting and sleeping rooms and have begun to map out what will be a great meeting.
- C. Los Angeles (2006) - Several of the overflow hotels were in the process of changing ownership when we signed with LA. I am in the process of finalizing those overflow agreements, and cleaning up the details with respect to the convention center contract.
- D. Montreal (2007) - We are still experiencing some difficulty in hammering out the final contract matters. I will be traveling to Montreal in late May to firm up this contract.

7. Columbus Visit

I visited Columbus in February and worked with Sarah and Sue on computer updates, and further organized the storeroom (ie., arranged old journals and newsletters). I can report that our storage facility has now been *defragged* and we have sufficient area to meet our storage needs for years to come. After some deliberation, we concluded that we need no additional computer hardware at present, with the possible minor exception of a new printer for Sue. I plan on going to Columbus again in September.

8. Past and Future Travel

I attended the meetings of both the Western Society of Criminology and the Academy of Criminal Justice Sciences. I set up a booth at both of these meetings and distributed ASC materials. I would propose that in the future, representatives from the Membership Committee make the booth arrangements and attend these meetings, with ASC financial support coming forward to cover their registration fees and some of their travel expenses.

As you are aware, I will be attending the International Society of Criminology Board Meeting next month in Paris. I have two items on the agenda - obtaining a non-voting seat for ASC on their Board, and obtaining their permission for ASC to organize several sessions at the next ISC meetings. We had decided that the International Division would take charge of organizing the sessions if the ISC Board approves. At this point Paul Friday has been designated as the ASC representative to the ISC for a five year

term. Larry Sherman has indicated that there are some internal ISC policies that would suggest the need to re-think who might serve as our non-voting representative, and I will ask him to speak to that issue during the Board Meeting. We did determine that normally, our non-voting ASC rep to the ISC Board will serve a five year term. For your information, I will be traveling to Cambridge U. with David Farrington after the ISC meetings. While in the UK, I plan on meeting with Keith Bottomley, the current President of the British Society of Criminology to discuss future relationships between our organizations. While it makes no sense, the cheapest round trip plane ticket Lincoln-Paris was \$807.00. My current ticket, Lincoln-Paris-London-Lincoln came out to \$634.00.

I will also be attending the European Society of Criminology in September. As per our previous decision, ASC will be sponsoring an "American Coffee" at these meetings (I have made the arrangements) and we will have a booth in the exhibit hall where we will distribute ASC materials. I will be presenting a paper at these meetings, and will consequently use both ASC and University of Nebraska funds to cover the costs of this trip. My travel agent found a consolidator, and the cost came to \$758.00.

9. Oral History Project

By the time we meet, I should have received and signed off on the Oral History Project, relinquishing any and all ownership rights to Wadsworth Publishing Company as per the ASC Board decision last November. I am told that ACJS has done the same. I recently visited with Sabra Horne of Wadsworth on this matter, and they are prepared to move forward with the project. I am comfortable with the Wadsworth plan, and believe they will produce a very professional product.

10. United Nations Initiative

Preliminary efforts are being undertaken for ASC to become a credentialed entity within the United Nations, pending your approval. Paul Friday (in conjunction with DIC chair Bill Chambliss) is taking the lead in preparing the documents. We are under a rather tight time-line (material is due to the UN by June 1), and thus we began the writing effort before getting ASC Board approval. Nothing has been submitted to the United Nations, and the material that Paul has prepared is only in the draft stage. Copies of the draft will be distributed at the Board meeting in Atlanta, with the request being to obtain Board approval to go forward with this initiative.

11. British Society of Criminology

After some discussion with both Ron Huff and David Farrington, I approached Keith Bottomley on a matter, and the exchange went very well. We mutually agreed to bow out of the reciprocal arrangement that we had for several years; that ASC would cover the rooming cost of their representative at our meetings and the BSC would cover the rooming costs of our representative at their meetings. There are several reasons for this that I can explain to the Board if you are interested. The BSC representative to our Atlanta meetings this November will be Ben Bowling from Kings College.

The next BSC meeting will be held at the University of Keele from July 17-20, 2002.

They have formally extended an invitation to our sitting president to come. We will be placing several announcements regarding this meeting in The Criminologist and on our web page. With your continued approval, we again sponsor an "American Coffee" at these meetings, as we are and have at other international meetings.

12. COSSA

I traveled to Washington, D.C. last December to both represent ASC at the annual COSSA meeting (Charles could note attend), and to meet again with the COSSA staff in an attempt to enhance our general relationship with them. Margaret Zahn was also in attendance, and we believe we represented our organization and our field in a positive way.

13. Points of Information

- A. As noted in a previous report to the Board, I was to assume editorship of the Journal of Contemporary Criminal Justice (a Sage Publications journal) as of October 1, 2001. This has now been delayed to January 1, 2002. By contract, I will function in this capacity for five years. We have arranged for Sage Publications to pay ASC \$3,700 per year as long as I am serving as both the ASC Director and the journal editor. We will conceptually earmark these funds to cover my travel expenses (professional meetings, site visits, trips to Columbus).
- B. We had a run-in with an email "spammer" in March. This individual used our on-line membership directory to mail messages to a number of our members. Four of our members dropped us notes, and I do stress notes. They did not complain, but just wanted us to know this was happening. I wrote them all back. I also wrote our "spammer" and asked him not to use our membership directory to send email and that if he wanted, we would be happy to sell him our membership list on mailing labels and he could mail us his materials. As Ron will note (who I cc on everything), I don't think I got through to him, but as of this writing, he appears to have stopped. I do not want to pull our membership list off of the web, nor get into the mess of handing out passwords (the Columbus office would be deluged with calls/emails from people who lost their directory password). Allow me to try and wax eloquent for a moment in defense of the idea of keeping the directory on-line and accessible. Ideas need to be allowed to circulate in a free and open forum accompanied by a spirit of inquiry. As we all know, the antidote to hate speech is more speech. There is an untidiness to freedom, and part of that is occasionally receiving unsolicited email.
- C. As a point of information, Sarah was hired in February 1976. This February marked the completion of her 25th year with ASC. I propose to run a special announcement in *The Criminologist* to this effect.
- D. We were recently contacted by Alvin Cohn, the first editor of *The Criminologist*. This year marks the 25th anniversary of the publication of our newsletter. He inquired as to whether we would be interested in having a special colloquia/forum

at the Atlanta. meetings involving the current and former editors.