

To: Executive Board  
From: Chris Eskridge  
Date: March 30, 2005  
Re: Executive Director Report

1. Financial Status - We have been engaged in a number of financially related activities in the past few months:
  - A. We have engaged in the normal flow of business; invoicing, collecting, paying our bills, maintaining the books, etc. I can report to the Board that these fiscal functions are being carried out smoothly and with dispatch.
  - B. Please be advised that we are in a very solid and healthy position. The following financial reports are attached:
    1. Balance Sheet 2004: Our total assets were just in excess of \$1.1 million, and we had \$890,000 in equity (see attached). We remain in a solid economic position.
    2. Profit and Loss Statement 2004: We realized a net profit of roughly \$83,000 for the year (see attached). This is a bit misleading however. A large portion of this (\$46,000) comes from a one-time donation from John Jay College to support CPP. Removing that \$46,000 from the picture yields a de facto profit of \$37,000. Do also please be aware that we will show a loss for the year 2005. First of all, the John Jay money was not spent in 2004, but will be spent in 2005. In other words, the Profit and Loss statement showed income and no expense for this item in 2004, but will show expense and no income in this category for 2005. In addition, we have collected three years of subscription revenue for Criminology and CPP that we turned over Blackwell in January, per the terms of that contract. We will get that money back, but not in the year 2005. The anticipated loss is truly a cash flow issue and not a long-term concern, but nonetheless, one that I will watch very closely.
  - C. The following financial information has been given to the Division Chairs:
    1. Corrections and Sentencing Division: funds as of 2/1/05 - \$8,000; current membership - 215.
    - 2.. Critical Division: funds as of 2/1/05 - \$2,350; current membership - 204.
    3. International Division: funds as of 2/1/05 - \$7,700; current membership - 201.

4. People of Color and Crime: funds as of 2/1/05 - \$1,100; current membership 108.
  5. Women and Crime: funds as of 2/1/05 - \$3,400; current membership 236.
- D. Financial Report On The Nashville Meeting - We had a very successful meeting in Nashville from a financial standpoint. We showed a profit of roughly \$50,000 (see attached).
2. Policies and Procedures Manual - We have updated the Policies and Procedures manual. A copy is on line. Sarah and I both maintain a hard copy.
  3. Web Page - We have worked closely as a team to keep our web page up to date. This has been a major activity and will continue to absorb a growing proportion of organizational resources. Our site is listed prominently when any [Criminology](#) search is done using the various search engines. The site has become a major source of information for students and professionals in our field.

One major function has been to keep Criminology, and Criminology & *Public Policy* abstracts up to date. We have also now begun to scan and put up current and past issues of The Criminologist. We make regular adjustments to the Area of Expertise page, the list of recent Ph.D. graduates, the Membership Directory, lists of journals and schools, the Calls for Papers, and the Conferences and Workshops pages. Local arrangement information regarding the upcoming Toronto meetings will appear on the web as of May 1.

4. Insurance - We have reviewed our general liability policy and are now carrying a \$2 million policy. We have a copy of our complete coverage breakdown if anyone cares to review this document. We are now being required by most hotels and the Los Angeles Convention Centers to carry a \$1 million general liability policy.
5. Meeting Site Visits - By the time of our Board Meeting, we will have visited both Los Angeles and Toronto and have begun to help organize those two meetings. Things are in order, contracts have been adjusted to meet our changing needs, and we are moving in a positive direction.
6. Trips to Columbus - I made a trip to Columbus in February. In addition to the usual business and box moving activities, I continued with the archiving efforts. I plan to go back sometime this summer to focus on the archive project, and again in the Fall.
7. I have spent a significant amount of time working with the folks at Blackwell as

we have made the transition from self-publishing to the publishing partnership. This has involved a fair amount of detail work (operational as well contractual), but I believe that as far as the membership is concerned, this has been a seamless transition. I have also been working with Kluwer and the DCC to re-negotiate the Critical Criminology contract, and with Sage and the DWC with respect to the journal, Feminist Criminology.

8. I have stayed in touch with the Division chairs, communicating with them regarding a number of issues.