

To: Executive Board
From: Chris Eskridge
Date: April 17, 2007
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. The following financial reports are attached:
 1. Balance Sheet 2006: Our total assets were just over \$1.2 million, and we had \$1.05 million in equity (see attached). We remain in a solid economic position.
 2. Profit and Loss 2006: We realized a gain of roughly \$9,500 for the year (see attached). We knew this was going to be a tight year financially, coming with the retirement of Sarah Hall and the additional costs of the Los Angeles meetings. We will show a more substantial profit for 2007. On the debit side of the ledger, we will not have to pay for buses this year, Atlanta audio-visual costs will be substantially lower than Los Angeles, and we have no further financial obligations to Sarah. On the credit side of the ledger, we have increased membership dues, increased advertising and marketing fees, will see a larger flow of income from Criminology and CPP sales, we picked up \$15,000 from the Atlanta Marriott due to a construction rebate situation, and it's a bit of a long story, but we will pick up another \$19,400 from the Atlanta Sheraton if we fill our room block there in November.
 - C. The following financial information has been given to the Division Chairs:
 1. Corrections and Sentencing Division: funds as of 12/31/06 - \$13,900; current membership - 207.
 2. Critical Division: funds as of 12/31/06 - (\$4,400 in the red); current membership - 191.
 3. International Division: funds as of 12/31/06 - \$12,750; current membership - 201.
 4. People of Color and Crime: funds as of 12/31/06 - \$4,400; current membership - 128.
 5. Women and Crime: funds as of 12/31/06 - \$11,400; current membership - 287.
 - D. Financial Outcome of the Los Angeles Meeting - We showed a loss of

roughly \$21,000. Our losses were off-set to some extent due to the \$5 per sleeping room night rebate we received from the hotels. As some of you may be aware, we did not meet our room block at the Sheraton, and we were facing a sizeable attrition penalty. There were a series of exchanges, but we managed to get the Sheraton folks to forgive this liability in its entirety. We also managed to get a \$27,000 write-off from the LA Convention Center due to some errors on their part, and the Biltmore ended up washing out last year=s Board Meeting costs (about \$2,500) due to some sleeping room-block errors on their part.

- E. IRS - Happy ending here. As you know, but just to make it official in the report, the IRS, after months of exchanges and appeals, forgave our \$35,000 liability. We have instituted a number of internal policies to prevent this from ever happening again. Particularly, we will use certified/return receipt mail in all correspondence with the IRS, and will file our tax returns at least two weeks before the deadline (ie., we will never again file for an extension).
- F. Investments - I was contacted by our Fifth-Third banker in February. They indicated that there were signs that the market was going to be entering into a period of some volatility for perhaps as long as a year or more. I was strongly advised to move our investments into a broader-based, more diverse, safer mutual fund. I was advised that we needed to move quickly as the market was already starting to shift, and the move was made. We were in a group of mutual funds called American Funds (as you can see in the attached December 31, 2006 Balance Statement), and are now in a group of mutual funds called Target Focus Four. If anyone is interested, I can certainly send you the prospectus. The bottom line again, is that we are now in a broader, more diverse, and safer-rated mutual fund. That said, I wish to bring a procedural matter to your attention. While my job description does indicate, quote, Athe Executive Director may invest Society funds@ and continues with the need to subsequently report such transactions to the Board (which I have now done), I have never moved funds in this fashion, and I have been dealing with ASC funds for many years. In terms of a substantive outcome to date, the market did dip quite precipitously, we did manage to side-step a sizeable paper loss, and we are now in a better position for the future. In that context, and as the Director of an organization, sometimes one does need to move with directness. I felt that this was one of those times, but, there are some lingering concerns on my part over the speed and lack of Board consultation. In retrospect, I wish I would have brought the matter up to the Board. Again, per our policies, the Executive Director may invest Society funds and subsequently provide an accounting, but after this experience, I have decided that as a matter of practice on my part, I will not move investments in the future without first involving the Board.

Finally, as a point of information, we are not locked into these funds for any length of time. We can sell them today if we want to/need to. No long term investment commitments of any kind have been made, and there were no fees charged to move the funds.

- G. Cash Flow - We are currently sitting quite well in terms of cash flow. As of today we have a combined total of roughly \$160,000 in our savings and checking accounts. We pick up quite a bit of money from January to March as folks renew their memberships, and we also receive library subscription revenue (via Blackwell) for our journals. April to September is generally a period of income drought, and then we start picking up income again in October as folks register for the meetings, and begin to renew their memberships. So, while \$160,000 on hand may sound like a lot, we will need this much to get us through the next 6 months. As a point of information, we do float the money between our savings and checking accounts to maximize our interest return. We have computerized banking set up through Fifth Third so that we can move the money from one account to the other with just a click or two.
2. Policies and Procedures Manual - We have updated the Policies and Procedures manual. A copy is on line, and a hard copy is maintained in both the Columbus and Lincoln offices.
 3. Web Page - We have continued to update the web page, the latest update being the Employment Exchange pages. As a point of information, Nicole Coldiron, who works in the Columbus office, has taken on the duties of webmaster, a job that we have been doing in Lincoln for some 15 years. The transition is now 95 percent complete. I would like to particularly report that we have worked with our web provider and have totally updated our on-line credit card security system and the security surrounding our web page in general. We are aware of the Abot@ cybercrime invaders and of the new methods being used by hackers and while one can never say never of course, there is no known way anyone can hack into our system. It has taken some time to get all of our rather large web page and all our on-line order forms set up properly, but we are now using the industry gold standard system, surely the proper thing to do for the American Society of Criminology! We are also now set up to automatically send out on-line return receipts for on-line payments, just as any customer would receive from any standard on-line credit card order made today. This has been a major (and needed) undertaking and Nicole truly deserves an extra kudo. It is also something that we will actively address over time as new hacking methods do continue to evolve.
 4. Publications - Criminology and *CPP* are now accessible on-line, back to Volume 1 (see the note to this effect on the fly-leaf of the latest issue of Criminology). This has been a major project, undertaken in partnership with Blackwell, that I

thought was done a few months ago, but we keep tinkering with things to improve content and quality of service. I believe things are now in place, except for the obvious quarterly updates as new issues are published. On a personal level, this is something I have wanted to have done for some years, so I must say it is quite exciting for me to see this come to fruition. One other publication matter. We made a couple of ordering mistakes this past year, and as a result, we had to order re-prints of an issue of Criminology and one issue of CPP. The cost was nearly \$8,000. FYI, we grace all previous year members with the first issues (Jan/Feb), but no more. So, the March/April issues are always a small print run. We made it too small. Part of the problem was we didn't have Sarah around to give us the number and I estimated wrong. We know what we did wrong, we now have the membership list in Excel and are keeping very careful historical records as to publication print demands. While one can never say never, we are approaching this in a much more careful and quantitative sense. We also had a little confusion as to ordering coordination and protocols between the journal editors, Blackwell, the printer, and the Columbus office, but that is now all worked out.

5. Meeting Site Visits - By the time of our Board Meeting, the respective program committee chairs will have visited both Atlanta and St. Louis, and have begun to organize those respective meetings. Things are in order, contracts have been adjusted to meet our changing needs (which was somewhat of a major undertaking in St. Louis), and we are moving in a positive direction.
6. Trip to Columbus - I have made one trip to Columbus this Winter. As had been noted in previous reports, we have, and continue to make changes in office operations. We have updated our computer systems, have spent considerable time organizing computer files into a more coherent and efficient fashion, have meet with bankers and auditors, visited with our printers to review and revise operational procedures, re-visited virtually every office protocol with the eye of streamlining our activities. I can now state that the ASC office has made the post-Sarah transition and is not only running at full speed, but we are now in the 21st century. I plan on going back to Columbus again in September.
7. ASC Archives - Over the course of the past 15 years, I have been very slowly and carefully going through the ASC archives, ie., boxes and boxes of correspondence sent to us primarily from widows of former ASC presidents. While I am sure I have thrown some things away I should not have, I have tried very hard not to. I have been filing documents away and have filled nearly 2 file cabinets with material. I have only 4 boxes left to go. I have been scanning and posting old newsletters and meeting programs on the web, as well as lists of previous ASC officers. It has been a most remarkable experience.
8. Divisions and Committees - I have stayed in touch with Division and committee chairs, communicating with them regularly regarding a number of issues.

9. Travel - As a point of information, I am traveling to Sweden in June for the Stockholm Award meetings. No ASC funds will be used for this trip. I will display our journals, newsletter, brochures, etc. at the meetings. I will also be attending the Istanbul Conference and the ESC meetings, and again, no ASC funds will be used. I will display our journals, newsletters and brochures in the exhibit areas at these meetings as well.
10. ASC Oral History - As you are all aware, we have lost a number of our more senior colleagues this past year. With their passing goes much institutional memory. There is now no one left with first-hand knowledge of the 1950s, and only a few with recollections of the 1960s.

ACTION ITEM - I would like to ask the Board to allocate roughly \$2,000 for me to video tape Freda Adler and Gil Geis, focusing upon their memories of ASC. Gil is the most senior surviving ASC past president, and Freda has been involved in ASC since the 1960s. I have contacted both of them, and they have agreed to be interviewed. I propose to place the interview on the ASC webpage.

11. ASC and the United Nations - I was contacted by a U.N. official who heard that ASC was considering withdrawing its NGO status. He indicated that this is organizationally not possible as there is no mechanism within the U.N. Economic and Social Council's protocols for an NGO to withdraw once it has been granted Consultative Status. I double checked with another U.N. official, and this was confirmed. Both indicated that if we wished to withdraw, we simply should not submit the appropriate paperwork for renewal when that time comes, which for us is June 2010. In the mean time, if we so choose, we can render our NGO status moot by evoking a moratorium on designating anyone as our U.N. liaison/representative. As a point of information, the Board did designate Ineke Marshall as our U.N. Liaison (official title being Coordinator of ASC, United Nations Activities), with a term of office expiration date of November 2008, and Edith Linn as our Alliance Representative, with a term of office expiration date also of November 2008.

LOS ANGELES MEETING
FINANCIAL STATEMENT

INCOME:

REGISTRATION FEE.....	\$255,630.00
TRAINING SESSIONS.....	2,840.00
SOLD PROGRAM.....	10.00
ROOM REBATE.....	16,980.00
 TOTAL INCOME.....	 \$275,460.00

EXPENSES:

AUDIO VISUAL.....	\$ 84,543.10
BUSES.....	45,826.70
DRAYAGE.....	26,087.16
EXTRA HELP WAGES.....	3,506.00
MEALS.....	1,266.31
MISC.....	830.87
ONLINE PROGRAM (ALL ACADEMIC).....	11,860.00
PHONE.....	155.79
POSTAGE.....	4,250.93
PRINTING.....	3,558.35
PRIOR YEAR.....	593.88
PROGRAM PRINTING.....	24,044.36
RECEPTIONS	
BRUNCH.....	6,421.55
DANCE.....	3,593.24
WINE & CHEESE.....	10,015.29
OPENING.....	23,954.00
PRESIDENTIAL.....	25,876.08
 SHIPPING.....	 1,357.60
SUPPLIES.....	14,530.71
TRAVEL.....	4,436.21
 TOTAL EXPENSES.....	 \$296,708.13