

To: Executive Board
From: Bonnie Fisher and Chris Eskridge
Date: April 15, 2016
Re: Treasurer and Executive Director's Report

This has been a period of high activity, as usual. We are currently working on our taxes and other legal forms, paid our various dues and fees for the year, are refining the app for the Annual Meeting, working on New Orleans and Philadelphia meeting logistics, and dealing with the normal flow of business.

Our report, with a particular focus on the financial state of affairs:

1. Financial State of the Organization:

- A. We have engaged in the normal flow of business; invoicing, collecting, paying our bills, maintaining the books, etc. These functions are being carried out accurately and with dispatch.
- B. The following end of the year financial reports are attached:
 1. Balance Sheet 2015: We had \$3.16 million in assets at the end of 2015. Approximately \$2.64 million was open balance equity (our net worth).
 2. Profit and Loss 2015: We realized a profit of \$67,650 for the year. Our investments realized a gross returned of \$9,270. We realized a \$58,000 operational positive cash flow in 2015, and consequently had no problem making our payroll and paying our bills. An examination of the Balance Sheet and the Profit and Loss statement reveal that we are in a very positive fiscal position.
 3. Profit and Loss Budget Comparison 2015: As you can see, we generated less income than expected due primarily to the downturned market, but spent less than expected, which is a good thing! More precisely on the expenditure side, we came roughly \$118,000 under budget. There were only two expenditure line-items where we went over budget, and those were both just a few hundred dollars (\$763 over in the Advertising and Marketing line for some one-time web and internet security upgrades, and \$708 over in the CPP budget).
- C. Mid-Year Budget Review and Adjustment – We need to make a number of small adjustments to the 2016 budget in a couple of places as we consider expenses and income realized in 2015 and anticipated expenses and income for this year. Bottom line, we are proposing a budget that is \$9,000 less than what was approved in November. The details:
 1. *The Criminologist* needs to go up to \$50,000 from \$45,000.
 2. Criminology can come down to \$55,000 from \$60,000.
 3. CPP needs to be bumped up to \$67,000 from \$65,000.

4. Employment exchange needs to go to \$3,000 from \$2,000.

5. Investment expense needs to go to \$21,000 from \$18,000. This is an area we need to watch in a broader sense over time. We generated \$9,200 in investment income last year, but spent \$16,370 in investment expenses (paid to the Fifth Third portfolio managers). This resulted in a net investment loss of just over \$7,000. The market was down last year as we all know, and it has rebounded since. Ruth, Bonnie and Chris met with our investment team in Columbus in January and are reasonably assured that things will improve, but again, this is an area of concern that we need to keep our eye on. We were asked, so we will put this in the report – we realized a net investment return of \$179,400 in 2014, \$112,500 in 2013, and \$160,200 in 2012. That positive investment return has kept us on the positive side of the ledger for years. We were able to show an overall profit this year due primarily to the large annual meeting.

6. Media Specialist can go down to \$36,000 from \$50,000. ACJS has agreed to cover half of the cost of our CJRA media specialist. We had originally planned to hire Caitlin part-time for \$50,000 for the year. Caitlin is now going to put in more time at the cost of \$72,000, but since ACJS is going to pay half, we also just need to cover half, or \$36,000, so we will realize a savings of \$14,000.

7. On the income side, we need to move *The Criminologist* down to \$10,000.

8. To make this all balance, we need to move the anticipated Investment Income down to \$140,500.

D. Divisions - The Divisions are all doing well. They are all on the positive side of the ledger financially and have solid membership figures. The new divisions are doing particularly well with respect to their membership counts, which is great news. Division chairs receive detailed financial updates on a monthly basis. The following information was updated as of mid-April, and has been given to all of the Division Chairs:

1. DCC - \$31,200; 216 members
2. DCS - \$18,900; 308 members
3. DEC - \$3,200; 157 members
4. DIC - \$13,300; 169 members
5. DLC - \$2,800; 231 members
6. DOV - \$37,700; 176 members
7. DP - \$6,300; 322 members
8. DPCC - \$19,500; 220 members
9. DTBC – \$4,100; 108 members
10. DWC - \$53,000 (plus \$72,000 in Feminist Crim); 323 members

2. Membership - We ended the year with 3,481 members. By head-count, we have members from 62 countries, though 87 percent of our membership is U.S.-based. Roughly 28 percent of our members in 2015 were students (971).
3. Washington D.C. Meeting Report – As you all know, we had a great meeting in Washington, D.C. We generated a profit of \$164,000 (see below), and had 4,015 paying attendees.
4. New Orleans Meeting Site Visit - A site visit of the New Orleans Hilton will be conducted the day before the Board meeting.
5. Philadelphia Site Visit – We visited Philadelphia in February and a very productive walk-thru of the property. We had several items that needed to be re-negotiated, and with Doug Weese’s assistance, that has now been taken care of. The Philadelphia Marriott is a tremendous property. We have plenty of meeting space, plenty of sleeping rooms. The last time we were in Philadelphia, we had our largest meeting ever, and we have the space to do that again.
6. Divisions and Committees – Chris has stayed in touch with division and committee chairs, communicating with them regarding a number of issues, as usual. There are currently ten and soon to be eleven Divisions (white collar crime is in the works), 28 committees, seven journals, and we have representatives to five external organizations (AAAS, COSSA, IACP, OACP, UNODC).
7. Misc. Items - Chris would like to propose that we eliminate the provision outlined in Appendix O, item #5 – Award committee members cannot nominate individuals for awards given by the award committees on which they serve.

2015 WASHINGTON, DC MEETING FINANCIAL REPORT

<i>INCOME</i>	
Registration	523,580.00
Dance	2,553.00
Donations/Sponsor	1,500.00
Room Rebate	8,391.78
Workshops	3,350.00
TOTAL:	\$539,374.78

<i>EXPENSES</i>	
All Academic	11,000.00
App Program	9,356.43
Audio Visual	107,729.82
Drayage	22,556.51
Extra Help/Program Chairs	21,335.50
Miscellaneous	777.23
Phone	0.00
Postage	1,476.40
Presidential Plenaries	5,728.90
Printing	4,299.68
Programs	22,168.98
Receptions	135,811.51
Reg Desk Internet	1,506.94
Shipping	728.28
Site Visit	1,508.93
Supplies	21,250.24
Travel	4,860.01
Workshops	3,000.00
TOTAL:	\$375,095.36

APPROVED 2016 BUDGET

INCOME

Advertising/Marketing	\$44,000
Annual Meeting	495,000
<i>Criminologist</i>	15,000
<i>Criminology/ CPP</i>	160,000
Dues	280,000
Employment Exchange/Web	75,000
Investment Income	149,500
Minority Fellowship	2,400
Miscellaneous	100
Reprints	2,000
Royalties	2,000
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	\$1,220,000

EXPENSES

Advertising/Marketing	\$2,000
Affiliations	9,000
Annual Meetings	425,000
Awards	4,000
Committees	58,000
Criminologist	45,000
Criminology	60,000
<i>Criminology & Public Policy</i>	65,000
Depreciation	1,000
Employment Exchange	2,000
Equipment Expense	10,000
Executive Board	20,000
Executive Director Office	28,000
International Initiatives	15,000
Investment Expense	18,000
Media Relations	50,000
Minority Fellowships	21,000
Miscellaneous Expenses	22,000
Next Years' Meetings	3,000
Office Expenses	49,000
Personnel	283,500
President Secretary Support	2,000
Professional Fees	5,000
Site Selection	2,000
Taxes	19,500
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TOTAL	1,220,000

PROPOSED 2016 BUDGET

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Annual Meeting	495,000
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<i>Criminology/CPP</i>	160,000
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Investment Income	140,500
Minority Fellowship	2,400
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