

To: Executive Board  
From: Chris Eskridge  
Date: April 10, 2009  
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 2008: We had \$1.25 million in assets as of the end of 2008, and we had \$1.05 million in equity (see attached). We are obviously down (a year ago at this time we had \$1.49 million in assets), but we remain in a solid economic position.
    2. Profit and Loss 2008: We realized a loss of \$203,000 for the year (see attached). Please note however, that this is a “paper loss” so to speak, not a realized loss. Our investment portfolio was down \$315,000 for the year, but operationally, we saw a \$112,000 positive cash-flow return in 2008. With this positive cash-flow, we had no problem making our payroll and paying our bills. We remain in a positive cash-flow position to date. We are not planning on selling our stock, but will ride this out. We are trying to maximize the return on our cash reserves, and now have \$250,000 in CDs.

In light of the overall economic downturn, we were fortunate in 2008, but we will almost certainly not have such a positive cash flow in 2009. Conceptually, our 2008 profit came from two sources – a higher than anticipated meeting profit, and higher than anticipated employment exchange income. We will not see the same kind of profit coming from the Philadelphia meeting. Based on submissions to date, we anticipate a slighter smaller meeting than St. Louis, and of course our meeting operating costs were much cheaper in St. Louis than they will be in Philadelphia (classic mid-west vs east coast cost differences). The employment exchange will also not do as well as many schools now have hiring freezes. Finally, we are down just a bit in terms of membership (about 100 lower than what we were last year at this time). In hard times, some folks who see criminology as their secondary field do not renew with ASC, and I fully anticipate that will be the case for a year or two. I have seen this before. We frankly should be thrilled if we end up revenue neutral for the year, and we are operating the

Columbus office with that perspective in mind.

- C. The divisions are all in a solid position at present, both financially and in terms of membership. The following information has been given to the Division Chairs:

<u>Division</u>	<u>Funds as of 3/31/10</u>	<u>2009 Membership</u>	<u>Current Membership</u>
DCC	\$11,114.80	475	342
DCS	18,118.59	381	273
DIC	23,270.12	327	231
DPC	8,818.54	228	166
DWC	26,889.78	448	274

- D. Financial Outcome of the Philadelphia meeting - We showed a profit of just over \$40,000 (see below). We had projected a \$35,000 profit, so from a financial standpoint, we did well.
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. This was a major effort as we brought the manual in line with the new Constitution and By-Law provisions.
  3. Meeting Site Visits - We have completed the San Francisco site visit. We will be conducting the final Philadelphia site visit on Friday, April 17 just before Board Meeting. I can report that things are in order, and we are moving in a positive direction.
  4. Trips to Columbus - I have not made any trips to Columbus this Winter as there has simply been no need. I am, of course, in constant communication with our Columbus staff and can report that the office is functioning smoothly. I am planning on going to Columbus October.
  5. Divisions and Committees - I have stayed in touch with Division and committee chairs, communicating with them regularly regarding a number of issues.
  6. Web Page – Hopefully none of you noticed (ie, that we had a smooth transition), but we changed our web provider in January. Our old provider was just not big enough to be able to handle our needs. Our new provider, Infosaic Technologies, is based in Columbus, and is a full-service, top-level web provider. Another project that is still on-going is the updating and movement of our on-line meeting registration and membership dues form. We were not happy with the security level of our old provider (we experienced a spike in the number of hackers trying to get into our system last Fall), and new laws that went into effect

as of January 2009 required us to update our security. We decided to go with a new provider, Authorize.Net. This company was recommended both by our bank (Fifth 3<sup>rd</sup>) and by Infosaic Technologies. This has been a long process for us, and has taken more time than we thought it would, but we obviously need to do this right. The forms have now been created with all of the feedback loops and security settings, and we are in the final stages of testing. We plan to have the on-line registration and membership renewal forms up and running by May 1.

7. The Criminologist – We have been quite proactive, soliciting a large number and a wide variety of articles for the newsletter. Nicole has spent the first three months of this year focusing on moving the web page and dealing with our on-line registration forms and has not had the time to focus on the Criminologist production layout changes. It is on our agenda, and we will get to this in the coming months.
8. Travel - As a point of information, I am traveling to Slovenia in September to participate in the ESC meetings. I have arranged to have a table in the exhibit hall where I will display our journals, newsletter, brochures, etc., but no ASC funds will be used for this trip.

9. International Students and the Minority Fellowship – At present, there is some confusion regarding the eligibility of international students to receive the Minority Fellowship. There is no mention of this in the public announcement, but the manual reads...."Recipients should be studying at American or Canadian academic institutions...." We need to either eliminate this provision, or change the word "should" to must if we want this award to be only for American and Canadian students.

**2008 ST. LOUIS MEETING  
FINANCIAL STATEMENT**

**INCOME:**

<b>REGISTRATION FEE</b>	<b>\$267,200.00</b>
<b>TRAINING SESSIONS</b>	<b>2,000.00</b>
<b>MINORITY DANCE</b>	<b>2,539.00</b>
<b>ROOM REBATE</b>	<b>6,707.40</b>

<b>TOTAL INCOME</b>	<b>\$278,446.40</b>
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**EXPENSES:**

<b>ALL ACADEMIC</b>	<b>\$ 20,000.00</b>
<b>AUDIO VISUAL</b>	<b>65,832.25</b>
<b>DRAYAGE</b>	<b>14,711.69</b>
<b>MEALS</b>	<b>1,655.04</b>
<b>EXTRA HELP WAGES</b>	<b>300.00</b>
<b>POSTAGE</b>	<b>1,240.99</b>
<b>PRINTING</b>	<b>3,739.81</b>
<b>PROGRAM PRINTING</b>	<b>22,566.50</b>
<b>PROGRAM ASSISTANT</b>	<b>7,500.00</b>

**RECEPTIONS:**

<b>BRUNCH</b>	<b>11,579.85</b>
<b>WINE &amp; CHEESE</b>	<b>15,100.38</b>
<b>OPENING RECEPT.</b>	<b>21,682.25</b>
<b>PRESIDENTIAL</b>	<b>31,477.27</b>
<b>MINORITY DANCE BAND</b>	<b>4,500.00</b>
<b>ICE CREAM SOCIAL</b>	<b>131.61</b>

<b>SHIPPING</b>	<b>997.96</b>
<b>SITE VISIT TRAVEL</b>	<b>1,109.18</b>
<b>SUPPLIES</b>	<b>11,938.06</b>
<b>TRAVEL</b>	<b>1,245.00</b>
<b>MISCELLANEOUS</b>	<b>451.47</b>

**TOTAL EXPENSE \$237,759.31**

**MEETING PROFIT \$ 40,687.09**