

Society for the Advancement of Criminology

Office of the Secretary-Treasurer
P. O. Box 1148
San Jose, California

SECRETARIAL REPORT FOR PERIOD OF OFFICE FROM APRIL 29, 1953 AND ENDING DECEMBER 28, 1954

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FRESNO, CALIF.

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ASST. PROF. OF POLICE
SAN JOSE STATE COLLEGE
SAN JOSE, CALIF.

Upon assuming the duties of the Office of Secretary-Treasurer, the undersigned catalogued all file material in folders as follows:

1. American Association for the Advancement of Science
2. Applications
3. Application Blanks
4. Bank Statements and Check Book
5. Correspondence in Chronological Order (Pinks)
6. Correspondence under names (green)
7. Constitution copies
8. Constitution Change Recommendations
9. Copies of Bulletins
10. Mailing Lists of Members and Old Members
11. Membership List
12. Minutes of Meetings
13. Treasurer's Reports
14. Vouchers

Three by five cards under name headings were prepared and membership dues status was brought up to date by prorating initiation fees to annual dues as decided in a previous annual meeting. A summary of this is shown in the voucher file.

Funds of the Association were deposited in a commercial account in the Hester Branch, Bank of America, San Jose, California. All deposits have been by mail and all disbursements by check. There is a voucher for each deposit and each expenditure. Members have been billed twice since April 29, 1953. Following is a financial summary:

Received from former Secretary and deposited 6/9/53	\$502.19
Income from dues	<u>250.00</u>
	\$752.19
<u>Expenses:</u> Stationery . . . \$54.87	
Bulletins . . . 126.00	
Shipping Records . . . <u>5.08</u>	<u>185.95</u>
Bank Balance 12/28/54	\$566.24
Uncashed Checks (W.R.Barker, M.H.Miller).	10.00
Liabilities - None	<u> </u>
NET ASSETS	<u><u>\$576.24</u></u>

S.A.C. Secretarial Report April 29, 1953 - Dec. 28, 1954 ---
Continued

A total of thirty-two members plus two applicants pending approval, a total of 34 members, are on the roll as of December 31, 1954. A list of these members is in the Membership File.

A total of six informational Bulletins have been disseminated to sixty present and former members since May, 1953.

Thirty-three responses were received to requests for attendance at the December 28, 1954 meeting with a total of thirteen positive confirmations plus three guests.

Requests have been made to amend the membership section of the Constitution to permit membership by non-teaching people in various aspects of the professions of criminology who are interested in advancing criminology through education.



LOWELL W. BRADFORD
SECRETARY-TREASURER