MINUTES - EXECUTIVE BOARD MEETING
Sunday, November 2, 1975
Toronto, Canada

ATTENDANCE:

Harry E. Allen
Donal E.J. MacNamara
Paul Friday
John P. Conrad
Edward Sagarin
Elmer Johnson
Terence Thornberry
Ronald Akers
Bruno Cormier
Robert F. Meier
Duncan Chappell
William Parsonage
James Incinardi
Gilbert Geis
Ronald Huff
Alvin Cohn
Joseph Scott
Nicholas Krittrie
William Amos
Walter Reckless
June Morrison
H.H.A. Cooper
Charles Newman
Barbara Price

President Geis opened the meeting at 8:00 p.m.

Ronald Huff and Robert Meier will be the Program Chairs--James Incinardi, Duncan Chappell, and William Parsonage will be Executive Counselors by appointment. Geis asked if Krittrie, as an outgoing President, would chair the 1976 Nominations Committee, and the committee will be comprised of ex-presidents.

Trebach was asked about proceedings. All papers will go to Trebach and the Publications Committee will work with him to make determinations as to which are to be published by the Society.

Geis announced the following appointments: the Awards Committee will be chaired by Daniel Katkin, and Richard Moran will be a member. The Student Awards Committee will be chaired by John Gruber of Chapman College. He said other appointments will be made soon, and that the Board would be informed.

Future Executive Board Meetings: Geis said that because crossing the country will be a problem, he plans to have fewer meetings but of longer duration. Two meetings will be planned for the year; San Diego will be the site of the first meeting (February 12-14, 1976). The second meeting will be a month or so before the Annual Meeting, and will probably be held in the East.

Sagarin said the Board should endorse the Nominations Committee's recommendations and, as a result, this committee should have its slate ready for the February meeting.
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Geis moved that approval from the Board for the counselors and others which he
wishes to appoint be given. It was seconded. Approval of the nominated people
was unanimous. These are:

For Counselor: Duncan Chappell, William Parsonage, James Incinardi

Awards: Daniel Katkin and Richard Moran

Nominations: Nicholas Kittrie

Student Awards: John Gruber

The Board also gave its endorsement of former ex-presidents to comprise the
Nominations Committee. Geis asked if it was correct that the Constitution
required the Executive Board to meet twice during the year. Price said yes, it
was so.

Treasurer's Report: The 1973 fiscal year report shows a gain of $41.38 (see
Appendix 1). The 1974 fiscal year shows a net worth of $18,236.49 (see
Appendix 2). The estimated 1976 budget shows current assets, anticipated in-
come and (1,801 members as of November 1, 1975) estimated expenditures of
$56,330.00--leaving an estimated balance of $13,486.49.

Questions and discussion of the Treasurer's Report followed. Concerns centered
on Annual Meeting expenditures and interest in the net gain or loss from the
conference.

Cohn suggested a fiscal year ending in August so that conference expenses be
fully contained within a year. A motion was made that September 1 to August 31
be designated the fiscal year. Sagarin said the final Board meeting at the
Annual Meeting is an excellent time for review of budget. Motion that the
fiscal year run through the end of August was seconded. At the Annual Meeting
the Treasurer will give an accounting of up-to-the-minute fiscal status as
has been the custom. The motion carried with one opposed. Since there were
no further questions on the Treasurer's Report, discussion began on the 1976
Estimated Budget. The major item questioned was $14,400 for an executive
officer. Cohn said we need a time study in order to determine the work load and
peak times of society efforts. Geis said he disagrees that this estimated
budget represents a major decision and large expenditure proportionate to esti-
mated cash on hand. Sagarin suggested the decision be referred to a small
committee chaired by Geis and reviewed in February. Friday said we should
follow Cohn's recommendation and find out what the appropriate responsibilities
are. Cohn moved that the proposed budget be amended and that administration
and secretarial expenses be allocated and not to exceed $12,000 in the fiscal
year, exclusive of travel, telephone, and postage, and supervised by the
President and Treasurer and one other designated person. Conrad seconded
the motion. Cooper said that when we asked Allen to look into the budgeting
of an executive officer, we may have been overambitious. Now we seem to have
considerable amount of our disposable cash tied up. A more modest endeavor
such as paid secretarial assistance might be better. Kittire said our mem-
bership is very high as of today, but we have no assurance that it will stay
at this level. Why not call this person an administrative assistant to the executive board? Kittric suggested we allocate $8,000 rather than $12,000 for this position. Allen said 86% of the members are in good standing—that is, they have paid their dues. While it is hard to project retention rate, we do have $14,500 on hand now in certificates of deposit. Allen asked, which do you want, a secretary or an executive officer? It is the opinion of the Treasurer that we can afford a paid executive.

Newman said we do not need a paid administrative officer, but rather we need a full-time secretary. Sagarin amended Cohn’s movement so that the matters discussed in Cohn’s motion be regarded as recommendations to a committee of four—the President, President Elect, Vice President and Treasurer.

Amos said he was concerned about having a conference manager, sustained membership, and some permanence to the paid executive. Geis said he feels that the Board should hire an administrative assistant at Ohio State at $12,000, making Conrad, Dinitz and Allen responsible for hiring and overseeing this new officer. Geis said we should vote the executive position and then re-evaluate the other line items. Kittric said we have several major activities—Journal, Treasurer, and Program Chair. Allen read his memo to the Board justifying the paid administrative. Johnson asked if the President and Treasurer could hire someone for $12,000 maximum and find out experimentally how much can be accomplished. The motion by Cohn was voted on and failed. Akers moved that an executive officer position be established and be appointed and supervised by Dinitz, Conrad, and Allen. Newman moved that “membership drive” and “newsletter help” ($200) be deleted from the proposed budget based on the approval of a paid executive officer. Newman moved that the $5,000 be reduced to $3,000. The motion passed 7-4 votes. MacNamara moved deletion of AAAS expenses. It was seconded. MacNamara said that we have in the past authorized expenses of a member to go to the AAS meeting, but it does not serve our members. The motion passed. A motion was made that conferences and expenses be increased from $4,280. Sagarin suggested we include in that item telephone conferences. Geis said we have saved about $5,000 at this point. The motion to increase Conference expenses for the Board carried 12 in favor—3 opposed.

Allen talked about the 1976 Convention expenses item. Allen said, therefore, the budget proposal is changed to $11,000. Huff said he forsees considerable expenses. Cooper said we should give this item our support. The motion was made and seconded to increase the 1976 Convention expenses to $11,000. It passed 14 to 0. MacNamara moved that the $500 deleted from AAAS be allocated to our representative to the International Society of Criminology—Parsonage moved that the money from Miscellaneous be added to this line, and that this allocation be left to the discretion of the President. The estimated 1976 budget was moved for approval, subject to the previous amendments of the Board. Newman moved that the royalties on Criminology be shown as income. The motion carried. Adoption of budget as amended—motion carried 13-0 (see Appendix 4).
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Site Selection: Geis said we need to make a final decision on the Mid-West for 1978. Thornberry moved that Dallas be made the city for 1978. The motion carried unanimously.

Newsletter: Sagarin said that locating the newsletter with the editors of the Journal is inappropriate. It is better handled by another office. Geis said it could be based with the administrative assistant with the President making contributions. Cohn said we should have a committee to design the format. Cohn, Newman, and Friday were asked to serve on the committee and accepted the assignment.

Meeting adjourned at 10:01 p.m.

Respectfully submitted.

Barbara Price

Barbara R. Price, Executive Secretary
APPENDIX I.

THE AMERICAN SOCIETY OF CRIMINOLOGY

CASH FLOW STATEMENT

November 1, 1973 - October 31, 1974

Cash Receipts:*

$17,378.86

Cash Disbursements:

Banquets and Meetings $5,097.95
Publications 6,958.92
Clerical Services 581.42
Treasurer's Travel Expenses 1,602.47
Secretarial Services 991.60
Awards and Trophies 703.67
Telephone 45.18
Xerox and Postage 412.91
AAAS Representative Expenses 819.68
Office Expenses 43.68
Refunds: Membership 80.00

Total Cash Disbursements 17,337.48

Total Cash Flow 41.38

*The data for this cash flow statement were derived from ledger entries supplied by the previous Treasurer. It is not possible to determine the source of revenue noted under "Receipts", nor have deposit slips, bank records or bank statements, cashed checks, or other financial records been made available at this time.

Harry E. Allen, Treasurer
October 31, 1975
APPENDIX 2.

THE AMERICAN SOCIETY OF CRIMINOLOGY
TREASURER'S REPORT

November 1, 1974 - October 31, 1975

Balance Sheet

Current Assets:
- Cash: General Account $1,760.77
- Conference Account 1,975.72
- Certificates of Deposit:
  - One year at 6% 6,000.00
  - 90 day at 5 1/2% 8,500.00
Total Assets: $18,236.49

Net Worth:
- October 31, 1974 10,710.85
- Add: Surplus October 31, 1975 7,525.64
Total Net Worth October 31, 1974 18,236.49

Income Statement

Income:
- 1974 Convention $5,447.54
- Membership Dues 20,784.50
- Royalty Income 1,784.54
- Interest Income 575.26
- 1975 Convention 8,850.00
- Membership List Purchase 100.00
Total Income: 37,541.84

Expenses:
- 1974 Convention Expenses 6,098.34
- Conferences and Meetings 1,118.96
- 1975 Convention Expenses 7,659.51
- Publications 6,305.13
- Membership Drive 4,526.28
- Office Expenses 1,271.58
- Postage 675.00
- Telephone and Telegraph 361.37
- Travel 449.39
- Awards and Trophies 172.25
- Intern. Society for Criminology 39.66
- Misc. - Bank Charges 34.49
- Secretarial 1,304.24
Total Expenses 30,016.20

Total Added to Surplus 6,335.13

\[ \frac{30,016.20}{7,525.64} = 1190.51 \]

Harry E. Allen
Treasurer
APPENDIX 3.
THE AMERICAN SOCIETY OF CRIMINOLOGY
ESTIMATED 1976 BUDGET
November 1, 1975 - October 31, 1976

Current Assets:

- Cash on Hand $3,736.49
- Certificates of Deposit 14,500.00
Total Assets $18,236.49

Anticipated Income:

- Membership Dues: 2,244 Members 1,749 Actives x $20 $34,980.00
  465 Students x $10 4,650.00
- 1975 Convention Surplus 1,000.00
- Royalty Income 2,100.00
- Interest Income 750.00
- Membership List Purchases 200.00
- 1976 Convention 10,000.00
Total Expendable Resources: $53,680.00

Estimated Expenditures:

- 1976 Convention Expenses 2214
  Conferences, Exec. Board 9,000.00
  2 3/day Conf./Travel 2,000.00
  Food/Board 1,280.00
- CRIMINOLOGY: 2,214 members @ $7.50 13,050.00
  less $3,500 royalties 16,605
- NEWSLETTER: Quarterly, 8pp. x 2,500 copies each, Printing 16,005
  Postage 1,500.00
  Temporary Help 630.00
  Type-Setting/Art Work 200.00
- Membership Drive 800.00
- Other Committees 5,000.00
- AAAS Representative Expenses 2,000.00
- Office Expenses 2,500.00
- Postage 1,000.00
- Telephone/Telegraph 1,000.00
- Travel for Exec. Officer 175.00
- Awards and Trophies 14,400.00
- Intern. Soc. for Criminology 40.00
- Miscellaneous 100.00
Total Anticipated Expenditures: $56,330.00

Estimated Balance: October 31, 1976 $15,586.49