

To: Executive Board
From: Bonnie Fisher and Chris Eskridge
Date: April 15, 2020
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 continuing to refine the annual meeting app, working on 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 financial reports are attached:
 1. Balance Sheet 2019: We had \$3.9 million in assets at the end of 2019. Approximately \$3.5 million was retained balance equity (our net worth).
 2. Profit and Loss 2019: We realized a profit of \$431,000 for the year. Removing investments from the mix, we realized an \$18,000 positive operational cash flow in 2019. We had no problem making our payroll and paying our bills.
- C. San Francisco Meeting Financial Report – There is so much more to our Annual Meetings than just the bottom line of our balance sheet, though our focus at times tends to shift in that direction. In that financial context, we did very well in San Francisco, showing a \$150,000 profit. That substantial profit was realized due in part to the solid turnout – 4,123 registrants from 54 countries.
- D. Divisions - The Divisions are all doing well. They are all on the positive side of the ledger financially and have solid membership figures. We do have several new divisions and they are just getting their feet on the ground. All of the divisions will see an increase in membership (and in their bank balance) as the year moves on. Division chairs have access to real-time financial updates and membership counts. While these figures literally change daily, here is a breakdown of membership and account balances for all of the divisions to date:

BioPsychoSocial - \$2,339; 74 members
Cyber Crime - \$825; 26 members

Communities and Place - \$4,475; 131 members
Corrections and Sentencing - \$23,513; 284 members
Critical Criminology and Social Justice - \$9,996; 186 members
Developmental and Life Course Criminology - \$1,613; 212 members
Experimental Criminology - \$1,893; 121 members
International Criminology - \$9,112; 130 members
People of Color and Crime - \$24,588; 171 members
Policing - \$5,664; 244 member
Rural Crime - \$2,577; 51 members
Terrorism and Bias Crime - \$6,239; 98 members
Victimology - \$34,547; 193 members
White Collar and Corporate Crime - \$5,901; 77 members
Women and Crime - \$69,214 (plus \$26,412 in Fem Crim);
315 members

2. Columbus Visit – I went to Columbus in January and met with representatives from the Ohio State University Property Management Department. As you all know by now, Ohio State relocated us to new set of offices. While initially quite disheartening (we have been at 1314 Kinnear Road since the late 1960s), this is going to be a win-win for us. We have plenty of space, rent will be less and the offices are much nicer. We also decided (with the COVID-19 situation impacting the decision) not to go with Ohio State phone and internet service, and that is going to save us some money as well. Our new office address is:

921 Chatham Rd., #108
Columbus, OH 43221
614-826-2000

3. Membership - We ended the year with 3,407 members from exactly 50 countries. Roughly 12 percent of our membership is not U.S.-based (413), and 30 percent are students (1,027). Membership was down in 2019 (- 3%), which was a surprise. We anticipate a reduction in membership per the COVID-19 situation, something likely in the 10-15% range, and likely more if we do not hold our Annual Meeting.

4. Washington, D.C. Meeting Report –The Washington, D.C. Marriott is a tremendous property. We have plenty of meeting space, and with the overflow hotel, plenty of sleeping rooms. We had a little over 3,000 submissions per the March 15 submission deadline (10% more than Atlanta but 13% less than San Francisco at this time). We will have a better feel after the May 15 poster/roundtable/lightning session deadline passes. While aware of the possibility of having to cancel the meeting, we are moving forward.

5. Divisions and Committees and Editors – Chris has stayed in touch with division and committee chairs and editors, communicating with them regarding a number of issues, as usual. Within our organization, there are currently 15 divisions, 32 committees, 10 journals,

an annually published handbook, an organizational newsletter, numerous division newsletters and webpages, and we have representatives to five external organizations (AAAS, COSSA, IACP, Oral History, UNODC).

6. Mid-Year 2020 Budget Review and Adjustment – This is a huge issue of course, and with the COVID-19 impacts still looming, it is guesswork. In addition, there will be decisions made at the April Board Meeting that will obviously impact the proposed budget as well. In that context, here are two draft budgets (below), based on an examination of last year's expenses and income, and very speculative anticipated income and expenses this coming year, with the present uncertainty of whether or not we will be able to hold a meeting in November.

We do have one glaring piece of fiction within the budgets, and that is the investment income. As of this writing, our investments are down roughly 6.5% (\$240,000 in the red), and yet these budgets note a positive investment return for the year. We have to do this via our rules - we must have a balanced budget, so, the investment line-item has been adjusted de jure. De facto, we will lose money this year in the investment line item, and we will be in the red for the year overall whether we have a meeting or not.

Our estimate, with a meeting, is that we will have at the very least, a \$173,000 short-fall. That number could be another \$30,000 higher if schools continue with their hiring freeze and we fail to pick up employment exchange revenue (now estimated optimistically at \$50,000). A more realistic operational short-fall with a meeting is probably in the \$200,000 range. Without a meeting, the figure will be at least in \$390,000 range, with an additional potential liability to the Marriott Hotel.

We will obviously need to tap into our investments to hold us over for the year, but we also need to reduce our expenditures and critically review any new proposed expenditures until this crisis has settled. We add that if we do not hold a meeting in Washington, D.C. this coming November, the year 2021 will be extremely bleak for us financially and we will be looking at making significant withdrawals from our investment portfolio to simply maintain operations.

The bottom line – we have the resources to weather this, but we still need to reduce our non-essential operational expenditures and obviously not take on any new expenditures at this time.

**TENTATIVE
2020 BUDGET – WITH A MEETING**

INCOME

Advertising/Marketing	\$30,000
Annual Meeting	540,000
<i>Criminologist</i>	12,000
<i>Criminology/CP</i>	196,000
Dues	275,000
Employment Exchange/Web	50,000
Investments	173,000
Misc	1,000
Peterson Fellowships	1,000
Reprints	1,000
Royalties	<u>1,000</u>
TOTAL	\$1,280,000

EXPENSES

Advertising/Marketing	\$20,000
Affiliations	7,000
Annual Meeting	412,000
Awards	4,000
CJRA	74,500
Committees	18,000
<i>Criminologist</i>	44,000
<i>Criminology</i>	72,000
<i>CP</i>	66,000
Depreciation	1,000
Employment Exchange	2,000
Equipment Expense	10,000
Executive Board	9,000
Executive Director Office	2,000
Executive Director Transition	80,000
Future Years Mtg Expense	1,000
International Initiatives	5,000
Misc	32,000
Office Expenses	52,000

Personnel	316,000
Peterson Fellowships	27,000
President's Secretary Support	2,000
Professional Fees	3,000
Taxes	<u>21,000</u>
TOTAL	\$1,280,000

**TENTATIVE
2020 BUDGET – NO MEETING**

INCOME

Advertising/Marketing	\$35,000
<i>Criminologist</i>	12,000
<i>Criminology/CPP</i>	196,000
Dues	235,000
Employment Exchange/Web	20,000
Investments	385,500
Misc	1,000
Peterson Fellowships	1,000
Reprints	1,000
Royalties	<u>1,000</u>
TOTAL	\$887,500

EXPENSES

Advertising/Marketing	\$20,000
Affiliations	7,000
Annual Meeting	50,000
Awards	4,000
CJRA	74,500
Committees	18,000
<i>Criminologist</i>	44,000
<i>Criminology</i>	72,000
<i>CPP</i>	66,000
Depreciation	1,000
Equipment Expense	10,000
Executive Board	1,000
Executive Director Office	1,000
Executive Director Transition	80,000
Future Years Mtg Expense	1,000
International Initiatives	5,000
Misc	20,000
Office Expenses	52,000
Personnel	316,000

Peterson Fellowships	19,000
President's Secretary Support	2,000
Professional Fees	3,000
Taxes	<u>21,000</u>
TOTAL	\$887,500*

*In addition, we may have a liability with the Marriott.