

ACJS BEGINNING-YEAR GENERAL BUSINESS MEETING MINUTES

Thursday, March 16, 2023

IN ATTENDANCE: Denise Paquette Boots (President), Anthony Peguero (1st Vice-President), Bitna Kim, (2nd Vice-President), Prabha Unnithan (Treasurer), Aimée “May” Delaney (Secretary), Jodi Lane (Trustee-At-Large), Michele P. Bratina (Region 1 Trustee), Brie Diamond (Region 4 Trustee), John Worrall (Executive Director), Letiscia Perrin (Association Manager), Jennifer Wareham (program co-chair), Stacey Mallicoat (program co-chair), Charanjit “Jeet” Singh (Assistant to President), Stephanie Mizrahi (incoming 2nd VP), John Stogner (incoming Region 2 Trustee)

NOT IN ATTENDANCE: Heather Pfeifer (Immediate Past President), Robert Bing (Trustee-At-Large), Cathy Marcum (Trustee-At-Large), Chad Posick (Region 2 Trustee), Melissa Burek (Region 3 Trustee), Alison Burke (Region 5 Trustee).

I. Introductions

- President Paquette Boots called the meeting to order at 8:08am EST.
- Boots introduced herself.

II. 1st Vice President’s Report (Peguero)

- Peguero announced his presidency Goals: One of the goals of the conference is to have community representation – local Chicago organizations – rather than traditional “keynote” speakers.
- Peguero provided a brief overview of the 2024 Chicago conference plans:
 - The conference theme for next year’s annual meeting is “Represent: Pursuing Equitable Justice for Families, Schools, Communities, and Marginalized Populations and Individuals.”
 - There will be a Call for Presentations will be posted sometime next week.
- Peguero will do his best to try to include everyone as much as possible (being inclusive), and requests patience during transition between Presidencies as the position can be overwhelming.

III. 2nd Vice President’s Report (Kim)

- Kim announced her call for Volunteers for Committees: the 2025 ACJS conference will be in Denver. A call for volunteers, particularly standing committee members, will be sent via email within the next couple of weeks. The email to send requests to is 2025acjs@gmail.com. The conference theme is The Future of Criminal Justice and Criminology: The Case for Inclusion, Interaction, and Internationalization.
- Kim provided an oral summary of the BFA Committee Report: Budget, Finance, and Audit Committee met Monday and found all accounts in order. Peguero’s Presidential budget was presented and accepted at the Committee meeting. The Executive Board then voted to approve the budget the following day at their meeting.

IV. Executive Director's Report (Worrall)

- Worrall advised on the status of National Office: The national office is physically fine, as prior issues (e.g., plumbing) have been fixed. The physical office space is used as an office (not open to public) as needed. It is located in Greenbelt, within an office condo complex. Worrall advised that selling this space is not conducive at this time, due to lack of demand for physical office space currently.
- Worrall advised on the status of the conference apps:
 - There have been issues with Cvent app this year. This is the last year ACJS will use this company and the associated app for the conference program.
 - EShow is the new submission system being used by ACJS. This also presented issues, which ACJS is still working to correct. The goal is to create an app for the submission system as well.
 - The membership registration website will also be changed, and ACJS is in the process of seeking other contractors to assist with building an online membership registration site.
- Worrall announced that the Executive Board discussed how to improve the Exhibit area, knowing that publishers purchasing exhibition space may not be an option in the future so other options are being explored. ACJS staff is exploring work with contactors, such as Career Development, to help rebuild the exhibitors at conferences.
- Worrall announced that he is working on contracting with venues for conferences through 2030 at this point. This is contracted out with Maritz, who will identify future venues based on ACJS finances and desires. Worrall explained that decisions on conference site locations are based on the costs of the venue/city as well as availability. There will be upcoming site visits to explore possible venues for potential locations.
- Worrall advised on the overall Academy financial status:
 - Taylor & Francis has proposed a new contract for journal publication with ACJS. If the Executive Board votes to approve this contract, the contract will begin January 2024. Worrall recommends approval as ACJS makes significant royalties from these journals, more than fees from membership, and this has increased over past year. The contract will be discussed at the Executive Board meeting tomorrow.
 - Accounting is contracted with Supporting Strategies. The reason for this outsourcing is to ensure safety and transparency in the event something occurs within national office. The accountants suggest changing ACJS's fiscal year from July 1-June 30 to a calendar year. This was approved through an Executive Board vote. The change is expected to be more efficient, as it aligns with the year for membership.
 - The account holdings as of January 31, 2023 are: checking \$447,000; money market \$1,000,000 (spread across multiple different accounts); CD \$556,000. The accounting firm measures account receivable, pre-paid, and fixed assets (cash to costs basis accounting and estimates the total assets at approximately \$2.4

million. This amount is expected to decrease as the incoming conference bills must be paid (e.g., after conference). One reason for this high amount is pandemic related issues. Worrall advised it is good to have the higher amount of money in the accounts at the time because there were unforeseen/unexpected expenses this year (e.g., the ASL interpreter requested this year was \$400/hr – this was for a student that occurred just before conference and this must be accommodated per ADA). Currently there are \$400,000 in investments, that are not FDIC insured, all of which are with Chase accounts but spread across multiple different accounts of not more than \$60,000-\$100,000 per account).

V. Interim Treasurer's report (Unnithan)

- Unnithan explained that the role of the treasurer is to provide oversight, not hold the monies.
- Unnithan reports the accounts are all in “good order.”
- Unnithan expressed gratitude for the support he received during the time he served, and encouraged others to serve as Treasurer.

VI. President's Report (Paquette Boots)

- She offered some of the testimonials she received attesting to a successful conference. She believes the conference was successful based on the input from people talking to her. She feels there was a large audience at her Presidential Address. She expressed gratitude to her Program Team and National Office team.
- She provided an overview of the operations of the conference: 12 Presidential topic areas related to her theme, 73 topic area, 741 individual presentations, 44 panels, 97 roundtables, 40 “other” presentations, and 143 research showcase posters. In total, there were 409 presentations, which was 226 more than last year. She explained this was the main reason for beginning each day earlier than the traditional schedule.
- She advised the 2 tours were sold out, and the cooking class last night was a success.
- She believes the pre-conference mental health workshop was successful.
- She reminded all that the keynote address and documentary screening was well attended.
- She reviewed her accomplishments over the past year, and expressed that it was an honor to serve as well as gratitude to the ACJS leadership team/office staff, Mizrahi, and her program co-chairs.
 - She announced that University of Texas at Dallas is the first platinum sponsor, contributing \$10,000. She also acknowledged the University of Baltimore and Tarleton University as sponsors. She expressed her gratitude to all.
 - She advised that the “60 for 60” campaign to sponsor student registrations had contributions from several ACJS Sections in addition to Boots, Peguero, and ACJS donating funds or sponsoring students. There were a total of 30 students sponsored. She said she hopes this initiative will be continued next year, especially because restrictions on travel funding makes student participation in the conference challenging.
 - She announced that the first ever all Sections reception occurs tonight at 5pm.

- She announced the creation of a “room” bulletin board for members looking for hotel roommates.
- She advised she created legacy documents for future Presidents to assist with transitions into leadership and provided these documents to the succession of presidents.
- She announced the ACJS mentoring breakfast occurring Friday at 7:30am for people interested in becoming mentors within ACJS. Boots sees this as a legacy for ACJS.
- She advised she made ACJS representation at 6 annual meetings since Sept 2022. This includes European Society of Criminology in Spain. She advised that ACJS is not as known internationally as other professional organizations.
- She advised she made numerous messages over the past year.
- Boots announced that the 2023-2024 ACJS awards announcement is posted on the ACJS website.
- Boots announced that the call for ACJS open positions (2nd VP, Trustee at Large, Region 4 Trustee) is posted on the ACJS website, but email announcements will be sent to all members.
- She announced that the Executive Board voted at the annual meeting to accept an ACJS Statement of Academic Freedom and this statement will be emailed to all members as well as posted on the ACJS website. She advised that the Executive Board voted to approve this statement to support open dialogue, including difficult topics.

VII. Questions from the membership

- There were no questions from the attending membership.

President Boots adjourned the meeting at 8:47am.