

# **Australian and New Zealand Society of Criminology**

## **Executive Committee Meeting Minutes**

**Date:** Tuesday 28 September 1999

**Location:** University House, University of Western Australia, Perth

**Time:** 6.00pm to 7.45pm

**Present:** Dr Peter Grabosky (President)  
Ms Heather Strang (Hon Treasurer)  
Dr Russell Smith (Acting Hon Secretary, and ACT member)  
Dr David Indermaur (Western Australian member)  
Professor Bill Tyler (Northern Territory member)  
Ms Kate Warner (Tasmanian member)  
Dr Janet Chan (New South Wales member)  
Associate Professor John Pratt (Editor ANZJC)

With the permission of those present Professor Arie Freiberg, immediate past President, attended for part of the meeting.

**Apologies:** Professor Ross Homel (Vice President)  
Professor Alison Morris (Vice President)  
Mr John Myrtle (Honorary Secretary)  
Mr Gayre Christie (Queensland member)  
Dr Fiona Haines (Victorian member)  
Mr Mark Israel (South Australian member)  
Mr Reece Walters (New Zealand member)

### **Welcome:**

1. The President declared the meeting open and welcomed those present.

### **Honorary Secretary:**

2. Apologies were received which included an apology from the Honorary Secretary, Mr John Myrtle, who was unable to be present following the death of a close family member. The President invited Dr Smith to act in the capacity of Secretary for the purpose of taking minutes of the meeting.

### **Previous Minutes:**

3. The Honorary Treasurer moved that the Minutes of the last Executive Committee meeting, which had previously been circulated, should be adopted as a true record of that meeting; seconded by Dr Smith and carried unanimously.

### **Agenda Items:**

4. The President read the Agenda which had previously been circulated and called for any additional items. Associate Professor Pratt's request that the Report of the Editor of the Journal be added to the Agenda was unopposed and was numbered Agenda item 8.

### **Agenda Item 1: Subsidy to Editor**

5. Associate Professor Pratt then spoke to Item 1 on the Agenda, a proposal that the Society provide a subsidy to the departmental home of the editor of the journal in order to defray expenses associated with the tasks of the editor. Associate Professor Pratt estimated that a subsidy of A\$500.00 in the first instance would be appropriate to cover expenses such as stationery, telecommunications costs, and postage. It was noted that this question had been raised previously but not taken up. Associate Professor Pratt noted that the current financial position of the Victoria University of Wellington in New Zealand was such that the establishment of a subsidy was now essential. The President suggested that any subsidy should be reviewed annually and provided only to defray expenses associated with the duties of editing the journal, rather than as a form of honorarium. The Treasurer indicated that the provision of a subsidy in the form of an honorarium might present difficulties for the annual audit of the Society, whereas a subsidy payable only in respect of expenses would be acceptable. The Honorary Treasurer moved and Dr Chan seconded the motion that the subsidy be provided as requested upon production of an invoice from the editor, with the provision of the subsidy to be reviewed annually. Carried unanimously.

### **Agenda Items 2 & 3: Honorary Treasurer's Report and Insurance**

6. The Honorary Treasurer tabled her Report to the Executive Committee which indicated a credit balance of \$16,587.79 as at 1 September 1999. Since that time an invoice had been received for \$7,200 from the publisher of the journal, Australian Academic Press, and some \$1,400 was due from New Zealand members for subscriptions, resulting in a balance of approximately \$10,787. The Honorary Treasurer indicated that the journal print run was now 3,000 copies and that back issues were also being sold with royalties being paid (for the first time) by the publisher to the society - all of which placed the Society in a good financial position.
7. The Honorary Treasurer then tabled the Auditor's Reports for the preceding three years which had previously been circulated. Moved Associate Professor Pratt, seconded Dr Indermaur, that these reports be approved. Carried unanimously.
8. The Honorary Treasurer then moved that Adriaanse and Associates, certified practising accountants, be appointed as Auditors for the ensuing year. Seconded Dr Indermaur and carried unanimously.
9. The Honorary Treasurer then raised for discussion the question of changing the Society's financial year from that specified in the Constitution (1 January to 31 December) to that adopted in business (1 July to 30 June). If this was to be done, then the Society would need to realise that the Annual General Meeting would need to be conducted no later than five months following the end of the financial year to comply with the law. This would mean that the

AGM would need to be held before the 1 December immediately following the end of the financial year. As the Society had previously held its AGMs in conjunction with Annual Conferences, this would mean that conferences would need to be held during the period 1 July to 30 November each year. The next conference was planned for February 2001 (which would be legal if the financial year 1 January to 31 December remained). If, however, the financial year were changed to 1 July to 30 June, then the conference would need to be held between 1 July and 30 November.

10. The Honorary Treasurer then raised the question of the need for Executive Committee meetings to be held three times annually and whether it is in accordance with the law for these to be conducted via teleconference or alternatively by circulating electronic messages.
11. Discussion then took place concerning the current legal status of the Society, whether it was an unincorporated association registered in accordance with the law of Victoria, or a corporate entity of some form. Those present were unable to resolve these questions and Dr Chan moved, seconded Associate Professor Pratt that:
  - a. Professor Warner liaise with the Honorary Secretary to examine the Society's archives with a view to obtaining a current copy of the Society's constitution in order to determine its legal status;
  - b. The Honorary Treasurer in consultation with the Honorary Secretary to ascertain:
    - i. the costs associated with engaging a lawyer to advise on the arguments for and against the Society becoming legally incorporated or registered as an unincorporated association;
    - ii. whether an Australian Business Number needs to be obtained for the Society and what obligations will be imposed on the Society to comply with Australia's new taxation system including the GST from 1 July 2000;
    - iii. the cost of obtaining public liability insurance for the society, its members, and or the members of the Executive Committee and what form insurance should take depending upon the legal status of the Society which is to be adopted;
  - a. The estimates of legal costs and insurance referred to above be submitted to the next Executive Committee meeting for approval and, if found to be acceptable, steps be taken to have the Society registered as an unincorporated association or incorporated as recommended by the lawyer in order to ensure that the Society complies with its legal obligations in the future.

- b. That the questions of the amendment of the Constitution for the purpose of changing the financial year of the Society to 1 July to 30 June, and changing the timing of Annual General Meetings be referred to the next meeting of the Executive Committee after the question of the legal status of the Society has been resolved, and that, if necessary, further steps be undertaken to have the Society's Constitution amended so as to comply with the law.

The motion was carried unanimously.

#### **Adjournment**

12. Between 6.00pm and 6.45pm the meeting adjourned so that those present could attend the reception hosted by the Ministry of Justice of Western Australia and to hear the address given by the Minister for Police and Emergency Services of Western Australia.

#### **Agenda Items 2 & 3 (continued)**

13. The Honorary Treasurer then raised the question of the need for subscriptions and other payments to be made to the Honorary Treasurer rather than to members who would then forward monies to the Honorary Treasurer. In New Zealand, for example, subscriptions had previously been collected by a member resident in New Zealand who then forwarded these in a bulk payment to the Honorary Secretary who then forwarded them to the Honorary Treasurer. This was not in accordance with the rules of the Society. Discussion then took place of the most desirable means of collecting funds from members in New Zealand in such a way as to comply with the rules of the Society. Moved by the Honorary Treasurer, seconded by Dr Smith that in future members resident in New Zealand should pay their subscriptions direct to the Honorary Treasurer in Australian dollars (by bank draft, EFT, or credit card) with such members being responsible for paying any bank fees associated with making their payments. Carried unanimously.

#### **Agenda Item 4: Awards**

14. The President then raised Item 4 on the Agenda relating to the Society's Awards. In 1999, Awards were made to Lisette Aarons and Mark Israel who received free subscriptions to the annual conference and a complimentary ticket to the dinner of the annual conference.
15. The President discussed the residential conditions associated with the Society's awards and the desirability of providing some written certificate to document the award. Discussion then took place concerning these matters and it was moved by Dr Indermaur, seconded by the Honorary Treasurer that:
  - a. The Young Scholar Prize which is awarded for the best publication in criminology or a related area by an Australian or New Zealand citizen

or resident under age of thirty-five be made available also to any member of the Society regardless of their citizenship or place of residence;

- b. The Student Paper Prize which is awarded for the best paper in criminology or a related area written by an Australian or New Zealand (citizen or resident) student undergraduate, honours, or MA candidate (with eligibility limited to those upon whom the MA had yet to be conferred at the time of writing), be made available also to any member of the Society regardless of their citizenship or place of residence;
- c. That the Young Scholar Prize and the Student Paper Prize be awarded to sole authors only, on an annual basis, with applications closing on 30 June each year;
- d. That the winner of each Award be presented with a commemorative scroll (to be produced by a person or organisation as determined by the President in consultation with the Honorary Secretary).

The motion was carried unanimously.

**Agenda Item 5: Best Article Award**

16. Associate Professor Pratt then raised Item 5 on the Agenda relating to the establishment of an Award for the best article published in the Australian and New Zealand Journal of Criminology (ANZJC), and that it be awarded every two years. Discussion then took place concerning the appointment of judges for the award, the associated workload of judges, and the nature of the award. Dr Indermaur suggested that because the Editor of the journal was involved in screening articles for inclusion in the journal, he or she ought not be eligible for appointment as a judge for the award. Dr Indermaur moved, seconded by Dr Chan that:

- a. The award for the best journal article be made every two years;
- b. That there be no monetary payment attached to the Award at present;
- c. That the Award next be presented at the annual conference of the Society to be held in February 2001;
- d. That the Editor of the journal be ineligible for nomination as a judge;
- e. That in addition to the existing judges, Dr Warner and Dr Weatherburn, one further judge be appointed on the advice of the President.

The motion was carried unanimously. (Associate Professor Kathleen Daly of Griffith University was subsequently designated as the third judge by the Annual General Meeting).

#### **Agenda Item 6: China Study Tour**

17. The President then raised Item 6 on the Agenda for discussion which related to a study tour of China. The President considered that external funding should be sought to support this initiative and that the tour should be of approximately ten days' duration. Consideration should be given to approaching AusAID, the China-Mongolia Capacity Building Program, and other sources for funding and that the cooperation of organisations in China be obtained to facilitate the venture. The President agreed to discuss the matter further with Mr David Biles and to take further steps to advance the idea.
18. Professor Arie Frieberg, former President of the Society, then attended the meeting as an observer and told of the steps previously taken to incorporate the Society and the various impediments which prevented this from being accomplished. The principal difficulties related to the fact that the Society had representation in each State and Territory of Australia and New Zealand. The question of indemnity for legal liability was also raised and how incorporation could limit liability. It was noted that the question of incorporation had been raised in May 1998 but that no further steps had been taken. Professor Frieberg then suggested that the next two conferences be held in February 2001 (at the University of Melbourne) and in September 2002 (at a location to be determined). Professor Frieberg was thanked for his contributions by the President.

#### **Agenda Item 7: Entertainment Budget**

19. The President then raised Item 7 on the Agenda relating to the allocation of a small portion of the budget for entertaining in each state and territory and New Zealand, and how this could serve to reward members for their personal contributions to the administration of the Society. In view of the current financial position of the Society, however, it was decided to adjourn further discussion of this item to the next meeting of the Executive Committee.

#### **Agenda Item 8: Editor's Report**

20. The Editor of the journal then presented his Report (Item 8 on the Agenda). The Report was tabled and discussed. Dr Indermaur raised the question of Australian Academic Press publishing a selection of papers presented at the annual conference as a monograph. Questions were then raised as to whether this would infringe copyright for authors whose papers had been published elsewhere. It was decided to leave the resolution of this question to individual authors who would need to obtain appropriate licences to republish their articles, if necessary. The President moved, seconded by Dr Chan that the Editor's Report be accepted. Carried unanimously.

#### **Vote of Thanks**

21. The President then moved votes of thanks to the Honorary Treasurer, the Honorary Secretary, and the Editor of the Journal, seconded by Dr Smith which were carried by acclamation.
22. There being no other business, the meeting concluded at 7.45pm.

**Russell Smith**

1 October 1999