

Minutes Committee of Management Meeting

Venue: Sheraton Hotel, Brisbane

Time: Monday 30 September 2002, 4.00pm to 6.10pm

Present: Professor Peter Grabosky (President & Chair), Dr Kathy Daly (Vice President), Dr David Tait (Secretary), Ms Jenny Mouzos (Treasurer), Dr Russell Smith (ACT & Public Officer), Dr John Pratt (Editor ANZJC), Professor Janet Chan (NSW & Convenor of 2003 conference), Dr Lorraine Mazzerole (Qld), Dr Fiona Haines (Vic), Dr Mark Israel (SA), Dr William Tyler (NT), Dr Anita Gibbs (NZ), Professor Kate Warner (Tas).

Apologies: Dr David Indermauer (WA)

Minutes of Meeting of December 4 2001 confirmed

President's Report

The President indicated he would not be re-contesting the presidency of the Society, and that Dr Don Weatherburn would be a candidate for the position at the AGM.

He provided a list of state representatives on the Committee, including the appointment of a new NZ representative, Anita Gibbs, and the proposal of Philip Stenning (VU Wellington) as an incoming vice-President (subject to his agreement). Bill Tyler agreed to continue representing NT although he is no longer resident there, but to investigate a replacement.

The President raised issues about promoting membership, including through longer renewal periods, standing authorization for deduction of fees from a credit card, and use of web site for on-line renewals.

The availability of articles from the journal on-line was discussed, and major users of this service reported (Melbourne Uni was top of the list). The availability of back issues of the journal through John Myrtle was reported. Report accepted unanimously.

Secretary's Report

Membership remained stable through the year, with 279 paid-up members, plus 20 in arrears of less than 6 months, and 32 in arrears for up to a year. The major

trends noticed were a decline in the number of NZ members and the lack of any NT members.

The Secretary has put the membership list into a database available for mail merging, with personalized addressing. A letter will be sent to all members in October informing them of the current information kept about them and asking for updates; also to get renewals. Report accepted unanimously.

Treasurer's Report

The Treasurer reported a balance of \$46,668 in the bank. One reason for the healthy surplus is the amount paid by AAP, publishers of the journal, for institutional subscriptions. The possibility of the journal going up to 4 issues annually was raised and the financial implications canvassed. Russell Smith, as public officer, reported on the audit of the accounts, which found them to be correct. It was resolved to pay an honorarium of \$750 to the Hon. Auditor for this work. This compared with \$1,393 in 2001; it was noted that the amount did not reflect normal costs for auditing but out-of-pocket expenses. Dr Russell Smith noted specific recommendations of the auditor to maintain accountability by having several officers of the society involved in any financial transaction, and not to split payments into a bank account (into current and term deposit accounts), and to provide regular statements of expenditure. The Treasurer agreed to provide quarterly statements to the Committee. Treasurer's report accepted unanimously.

Journal Editor's Report

The editor reported a healthy number of papers submitted and accepted, resulting in a backlog of about a year. This raised questions of increasing the size of journals or increasing the number of issues. The editor reflected on the appropriate length of editorship, and indicated his willingness to serve another 3 year term. He raised the option of appointing 2 associate editors with executive rather than merely advisory responsibility, continuing to be supported by an advisory group. Kathy Daly raised the question of developing more transparent procedures for appointing editors, the president recommended that a group be established to come up with recommendations for such procedures. This was to be raised at the AGM to get a sense of the meeting. A three year renewal period was formally approved by the committee. \$500 was approved to be paid to the editor's department for costs associated with the journal.

Other business

1. The Committee was notified that there would be a half day session in Canberra on 13 June 2003 to commemorate the 100th anniversary of Sir John Barry's birth. There was some discussion of seeing if the trust fund established to run the John Barry Memorial Lecture could be rotated around different centres (other than Melbourne) but this was considered unlikely and no proposal for follow-up of this was made.
2. Election procedures. A working group comprising Kathy Daly and the incoming president (and others not specified at this time) was to be

established to regularize the procedures for electing office holders of the society.

3. Laws of incorporation. The Public Officer was congratulated on his excellent work in managing this matter. He reminded the Committee that it was necessary to file accounts within a month of an annual meeting.
4. Membership certificates. The request to provide membership certificates for all members was rejected. However should members wish confirmation of their membership for employment, tax or other reasons, these would be provided by the secretary on request.
5. Book review rejoinders. The Committee endorsed the discretion of the editor to make decisions about this matter, noting his concern about the practice.
6. Membership list sale to other organizations. It was noted that CrimNet could be used to distribute information about relevant information, such as the development of new criminology journals. Concern was expressed about releasing the society's mailing list to commercial organizations, with possibilities of on-selling. Kathy Daly pointing out that the ASC mailing list brought in very little money when sold. The secretary agreed to send emails to members about special news relevant to society members, and the newsletter could also be used for this purpose. The matter was to be raised at the AGM for resolution.
7. Book review editor. The editor reviewed applicants for this position, and the Committee unanimously endorsed his recommendation to appoint Sharon Pickering to the position, noting her excellent record in publication and experience in journal management.
8. Newsletter editor. Decision deferred
9. Royalty payment to author of article published in journal. The public officer will get legal advice on the society's obligations, and if the author is entitled to the royalties, these will be forwarded immediately together with any interest the society has received on them. The President will inform the author of this decision.

Janet Chan proposed a vote of thanks to the outgoing president which was endorsed by the Committee. A proposal that presidents should continue to serve on the committee for the year following their retirement was generally supported, but no resolution was made.

The meeting closed at 6.10 p.m.