

**Minutes**  
**Annual Fall Meeting of the Members**  
**of the Association of Small Business Development Centers**  
**September 22, 2002**  
**[54 members were present or represented by proxy (5)]**

The Chair, Diane Wolverton, called the meeting to order at 8:30 am. All members present introduced themselves. The following proxies were logged in: Arkansas (Victor Reddick); Massachusetts (Don Kelpinski); Oregon (Christine Krgier); Ohio (Jim Ackley); Florida (Greg Higgins).

The Chair then reviewed the agenda for the meeting and requested additions to the agenda. There being none, she recognized the President, Don Wilson, to present his report.

The President provided a brief status report on the appropriations process and his expectations with respect to the SBDC program budget. He also reported on the status of the Regulatory Reform Bill.

Johnnie Albertson, Associate Administrator, OSBDC, next was introduced to provide brief remarks. She briefly outlined a few issues of interest to her. These included the status of issuance of new regulations.

The Chair then presented her annual report, noting that a written copy of the report was in the members' packets. In her remarks she highlighted the turnaround in the Association since a year ago. She also raised several areas where improvements are needed in the years ahead to build upon our core.

Next, the Chair called for reports from the taskforces assigned to address five strategic plan elements.

Scott Daugherty presented the report of the taskforce working on the development of a national brand for the ASBDC.

Following a break for lunch, the Chair acknowledged the service of members of the Board of the Association and presented commemorative gifts.

Erica Kauten was then called upon to provide a report on the fundraising strategic plan component. She noted that she had used a real time web/phone system to engage committee members and reach consensus as to recommendations from the Committee.

Max Summers, Chair of the Accreditation Committee, was recognized for the purpose of reviewing the language changes proposed for the Accreditation Standards effective January 1, 2003. The Committee's objective in this was to clear up the standards' language, eliminate duplication, clarify provisions and improve the flow of the document.

Max pointed out that one standard (4.1.4) had been erroneously deleted. He reviewed this provision and requested an amendment be made to reinstate it. A motion was approved to do so. Following two additional technical amendments, the accreditation standards document presented to the members was unanimously approved.

Don Wilson then provided a report on the EDMIS project. He advised that the Board had just approved establishment of a taskforce to clarify definitions as to clients, cases and economic impact. He noted the current status of the EDMIS project and expected timing for implementation.

Mike York, the Treasurer, was called upon to provide the Association's financial report. He reviewed yearend 12/31/01 audited numbers. Next, he reviewed the eight-month income statement (8/31/02). He reported that the Association is under-budget to that point, but noted that significant annual income and expenses are incurred as a result of the Fall Conference. He reported that he expects the ASBDC will end the year with net income. The financial report was unanimously approved by the members.

Following a break, Don Kelpinski presented a report on the national needs assessment strategic plan element. This included a demonstration of a web-based survey system.

Don Wilson provided a brief overview of the conference. He recognized and applauded the work of the Conference Committee and ASBDC staff for their hard work.

The Chair then called the role of members. Four eligible SBDCs were not present and voting (Pacific Island, Alabama, Maryland and North Dakota).

Ballots for the election of directors (4) were distributed. Votes were then cast and tallied. The following members were elected to the Association's Board of Directors: Doug Gurley; Jim Hogge, Liz Klimback and Grady Pennington.

There being no further business to come before the members, the meeting was adjourned.

SRD:mw

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