

Minutes
Board of Directors Meeting

Association of Small Business Development Centers (ASBDC)

April 27, 2004

By Conference Call

Board Members Participating: Scott Daugherty (Chairman); Don Wilson (President); Liz Klimback (Vice Chair); Henry Turner (Secretary); Jim Hogge (Treasurer); Doug Gurley; Georgianna Parkin; Grady Pennington; Mark Petrilli; Clinton Tymes.

Others Participating: Jody Keenan; Mary Lynn Wilkerson; Dan O'Grady.

Call to Order: The meeting (by conference call) of the Board of Directors was called to order at 4:00 p.m. (Eastern Time) by Chairman Scott Daugherty on Tuesday, April 27, 2004.

Approval of Minutes of March 23: Liz Klimback moved that the minutes of the meeting of the Board of Directors of March 23, 2004, be approved. Jim Hogge seconded the motion and the motion passed by voice vote. The minutes of the March 23 meeting will be made available on the ASBDC state directors' website.

Treasurer's Report: Treasurer Jim Hogge reported that the financial position of the Association is sound, both in terms of the Association's balance sheet and the Profit and Loss Statement. He also reported that the Association is on track in the Actual Profit and Loss vs. Budgeted Profit and Loss statement.

Chairman's Comments: Chairman Scott Daugherty reported on the following:

1. Meeting with SBA -- On Thursday, April 22, Chairman Scott Daugherty, Mike Young and Don Wilson met with SBA officials, including Cheryl Mills (Entrepreneurial Development), Jean Smith (Entrepreneurial Development), Antonio Doss (OSBDC), and Mike Pappas (Field Operations). The meeting was one of the newly instituted periodic meetings between ASBDC leaders and SBA officials to share information and discuss issues of mutual interest.
2. Goaling -- Chairman Daugherty reported that SBA goaling for the SBDC network continues to be a concern, as the SBA requires increased deliverables without providing increased resources.
3. 2004 Program Announcement -- Chairman Daugherty reported that SBA has said it plans to share the draft 2004 Program Announcement with the Association in the near future.
4. Communications -- Chairman Daugherty reported that he asked SBA to provide the ASBDC with a copy whenever the SBA releases or issues a document concerning the SBDC network.

5. New Staff at OSBDC -- Chairman Daugherty reported that Jean Holcomb replaced Tom Mueller at the SBA Office of SBDCs. Ms. Holcomb comes to the SBA from the White House Office of Management and Budget (OMB).
6. SBA Report to Congressional Appropriators -- Chairman Daugherty reported that Mike Young (Chairman of the ASBDC Operations Committee) and members of the Operations Committee did a great job in preparing information for use by SBA in the agency's report to Congressional appropriators on SBDC services.

President's Report: Don Wilson reported on the following:

1. SBA Legislative Proposals -- Don Wilson reported that the SBA's recent legislative proposals are essentially the same as the proposals that the House and Senate Small Business Committees rejected last year. The proposal to allow SBDCs to apply for Women's Business Center grants is new. ASBDC had been told by supporters in Congress that the SBA was expected to send a package of legislative proposals to Congress, but the ASBDC received no advance notice from the agency. Don Wilson also reported that the U.S. Chamber of Commerce has told him that the Chamber will join the ASBDC in opposition to the SBA proposals to weaken the SBDC network.
2. Reauthorization Bill -- Don Wilson reported that House Small Business Committee staff have stated that the SBA Reauthorization bill could go to the House floor for a vote before the end of May.
3. ASBDC Testimony To Senate Appropriations Subcommittee -- Don Wilson reported that the ASBDC submitted testimony to the Senate Commerce-Justice-State Appropriations Subcommittee, concerning funding for the SBDC network. The Association had earlier submitted similar testimony to the appropriations subcommittee in the House of Representatives.
4. SBA Visits to California SBDCs -- Don Wilson reported that a team of SBA personnel were conducting visits to California SBDCs.

SBA Expo '04: Don Wilson reported that the ASBDC will cosponsor SBA Expo '04 and host a booth in Orlando, May 19-21, as an expression of support for the SBDC network's partnership with SBA. Jerry Cartwright of the Florida SBDC will help fund the ASBDC booth. Several ASBDC members, Don Wilson and Donna Ettenson of the ASBDC staff will attend SBA Expo '04.

Strategic Planning Survey: The Board discussed a draft Strategic Planning Survey prepared by the ASBDC Strategic Planning Committee, chaired by Erica Kauten. Board Chairman Daugherty asked Board members to send him their comments and questions.

SBA Economic Impact Survey: The Board discussed the SBA Economic Impact Survey of Entrepreneurial Development program clients. A question was raised as to whether the ASBDC

will be allowed to see the survey responses. Don Wilson said that he would inquire about that at the SBA.

Planning for ASBDC Fall Conferences: Don Wilson reported that the Sheraton Hotel in New Orleans will begin accepting registrations in the near future for the ASBDC 2004 Fall Conference. The room rate in New Orleans will be the same rate that the ASBDC negotiated for previous conferences. Don Wilson also reported that the Association has signed a contract with the Hilton Hotel in Houston, Texas to host the Fall Conference in 2006.

SBA Proposed Size Standards: The Board discussed the SBA's proposal to change small business size standards.

Best Practices: Board Vice Chair Liz Klimback reported that Bob McKinley and she have drafted a memo on ideas for gathering, reviewing, selecting and promoting best practices from the SBDC network. She asked Board members to send her their comments, so that Bob McKinley and she can begin to implement the ideas described in the memo.

Branding Statement: Board Vice Chair and Branding Committee Chair Liz Klimback presented the Branding Committee's recommendations for an ASBDC branding statement. She asked that Board members review the recommendations so that the Board can discuss them at the next Board meeting.

"Template Zone" Newsletter: Don Wilson reported that the Association is continuing to work with Template Zone to publish an ASBDC newsletter for small business owners and aspiring entrepreneurs, with the goal of publishing the newsletter on a quarterly basis.

Jody Keenan Meeting With House Appropriations Staff: Jody Keenan reported that she met with Anne Marie Goldsmith of the House Subcommittee for Commerce-Justice-State Appropriations. Ms. Goldsmith informed Jody Keenan that the Chairman of the Subcommittee (Congressman Frank Wolf of Virginia) is concerned about manufacturing and job off-shoring. Chairman Wolf would like to address these issues in legislation, possibly through cooperation between the SBDCs and the MEPs. At the request of the Board, Jody Keenan will follow up with Ms. Goldsmith to see if she and/or Chairman Wolf would be interested in meeting with SBDC State/Regional directors to discuss these issues.

ASBDC Members Attend SBA Home-Based Business Roundtable: Board Secretary Henry Turner and Jody Keenan reported that they had attended an SBA Roundtable discussion on home-based businesses. Attendees at the Roundtable expressed the view that SBA should advocate for tax reform for home-based businesses, make efforts to inform home-based business owners about SBA assistance, and increase the status of home-based business owners and the self-employed.

SBA Co-Branding: The Board discussed SBA's intent to have SBDCs co-brand with SBA, including requiring SBDCs to include statements about cosponsorship with SBA in materials for SBDC training events and conferences.

Preparations for Board Meeting in June in Alexandria, Virginia: Don Wilson informed the Board that plans are being made for the Board meeting on June 29 and 30, in Alexandria, Virginia. Betsy Kaufman of the ASBDC staff will be sending information to Board members about accommodations for the June meeting.

Adjournment: Vice Chair Liz Klimback moved that the meeting be adjourned. Mark Petrilli seconded the motion and the motion passed by voice vote. The Board meeting was adjourned at 5:40 p.m. (Eastern Time).

Submitted by Henry Turner, Secretary, ASBDC