

Minutes

Board of Directors Meeting

Association of Small Business Development Centers (ASBDC)

May 24, 2005

By Conference Call

Board Members Participating: Scott Daugherty (Chairman); Don Wilson (President); Georgianna Parkin (Vice Chair); Henry Turner (Treasurer); Roy Miller (Secretary); Carol Lopucki; Carmen Marti; John Massaua; Mark Petrilli; Clinton Tymes.

Others Participating: Bob Hamlin; Jody Keenan; Liz Klimback; Christine Martin; Mike Myhre; Jon Ryan; Conley Salyer; Dan O'Grady.

Call to Order: The meeting (by conference call) of the Board of Directors was called to order by Chairman Scott Daugherty at 1:00 p.m. (Eastern Time), on Tuesday, May 24, 2005.

Approval of Minutes of April 22: Secretary Roy Miller presented the minutes of the meeting of the Board of Directors on April 22, 2005, and recommended that the minutes be approved. Carol Lopucki moved that the minutes be approved. Georgianna Parkin seconded the motion and the motion passed by voice vote.

Financial Report: Treasurer Henry Turner reviewed the Association's financial reports for the month of March. He reported that the Association's financial position is sound.

Chairman's Remarks: Chairman Scott Daugherty made the following comments—

1. Program Announcement Published -- Chairman Daugherty stated that the new Program Announcement had been published. He noted that, as in previous years, the Program Announcement was published rather late in the year, which is a problem for SBDC networks that work on a fiscal year basis. He recommended that the SBA begin the process earlier next year. He noted that the new Program Announcement included several positive developments, in the area of co-branding and in the clarification that district offices should play no role in the selection of SBDC directors. Chairman Daugherty thanked Jody Keenan (Chair of the ASBDC Operations Committee) and the members of the Committee for their excellent work.
2. Web-Based Technology Self-Assessment -- Chairman Daugherty noted the Program Announcement's new requirement that all SBDCs complete a web-based technology self-assessment. He suggested that the Association develop a collaboratorium for the purpose of helping members to achieve the highest ratings in the assessment.. He asked that members of the Board contact the members on their calling trees to assess the technology status of member networks and members' interest in sharing information.
3. Senate Manufacturing Presentation -- Chairman Daugherty thanked John Massaua for his work with Senator Olympia Snowe to schedule an SBDC Manufacturing Presentation in the Senate on June 21. The presentation will be hosted by the Senate Small Business Committee and the Senate Manufacturing Task Force. It is an opportunity for the nationwide SBDC network to inform members of the Senate about the work of the SBDC network to help American manufacturers to succeed.

4. Elections Committee -- Chairman Daugherty stated that it was time to establish the Elections Committee to receive nominations of members to run for the Board of Directors. The election will be held during the Membership Meeting at the Silver Anniversary Annual Conference in Baltimore, Maryland, on September 7. Five Board seats are open for election. Chairman Daugherty recommended that the Elections Committee be chaired by Carol Lopucki, and that Becky Naugle and Grady Pennington serve on the Committee.

Motion: Mark Petrilli moved that the Board approve the Chairman's recommendations that Carol Lopucki chair the Elections Committee and that Becky Naugle and Grady Pennington serve on the Committee. The motion was seconded by Henry Turner and passed by voice vote.

5. Leadership Committee -- Chairman Daugherty stated that Hank Logan had left the Georgia SBDC, and thus there was an opening in the Chairmanship of the ASBDC Leadership Committee. Mike Myhre recommended Kelly Manning to chair the Committee, and Carmen Marti volunteered to serve on the Committee. The Board approved the appointment of Kelly Manning to chair the Committee and the appointment of Carmen Marti to serve on the Committee. It was also agreed that the Leadership Committee would report to the Board by the time of the Board's next meeting on June 20-21, on preparations for the Committee's presentations during the Silver Anniversary Annual Conference in September.
6. International Trade Interest Section -- Chairman Daugherty stated that Jim Foley of the Illinois SBDC was stepping down as chair of the International Trade Interest Section. Chairman Daugherty stated that he was considering a replacement for the vacant Interest Section chairmanship.
7. Re-Bidding the Northern California SBDC Grant -- Chairman Daugherty stated that he had discussed the re-bidding of the Northern California SBDC grant with Antonio Doss of the SBA Office of SBDCs. Mr. Doss asked Chairman Daugherty for the names of ASBDC members who would be willing to advise institutions that are applying for the grant, and Chairman Daugherty supplied the names of interested ASBDC members to Mr. Doss.

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

1. House Appropriations Subcommittee Action -- Don Wilson reported that the House Appropriations Subcommittee on Science, State, Justice and Commerce, which funds the SBDC network, would mark up its FY 2006 appropriations bill on this day.
2. State and Regional Federal Funding Levels for FY 2005 -- Don Wilson reported that state and regional SBDCs had still not been informed by SBA as to the final level of Federal Funding that they would receive for 2005. State and regional SBDCs need to know this in order to prepare their 2006 proposals.
3. Regional and State Professional Development Conferences -- Don Wilson reported that he had spoken at the professional development conferences of the New England SBDCs,

the Virginia SBDC and the Texas SBDCs. He noted that there was a strong interest on the part of SBDC counselors to receive the *ASBDC Member Connection* newsletter.

4. ASBDC Presentation to SAGE Software Channel Partners -- Don Wilson reported that Donna Ettenson and he made two presentations to channel partners of the SAGE software company (formerly known as Best Software), which publishes the Peachtree accounting program. He noted that many of the channel partners are former SBDC clients.
5. ASBDC Silver Anniversary Annual Conference -- Don Wilson reported that preparations are moving ahead for the ASBDC Silver Anniversary Annual Conference.
6. SBA Proposal to Identify Best SBDC -- Don Wilson reported that SBA was considering a proposal to present an award to the best SBDC. It was suggested that it would be better for the SBA to recognize the Association, as the representative of all 63 state and regional networks.
7. House Hearings on SBDC Bills -- Don Wilson reported that the House Small Business Committee planned to hold hearings on June 28, on bills of interest to the SBDC network, including the Regulatory Assistance bill and the Vocational Entrepreneurship bill.

Accreditation of Host Institutions: Georgianna Parkin noted that the Board had approved a motion during its previous meeting in support of an amendment to the Small Business Act, requiring the accreditation of state, regional and territorial SBDC grantees that are institutions of higher education. Such an amendment would exempt (or “grandfather”) current SBDC grantees that are (1) state government entities, or (2) institutions of higher education that have not already been accredited. She proposed that the Association add to the amendment a provision stating that institutions of higher education may not apply for state or regional SBDC grants if the institutions’ courses are primarily correspondence or telecommunications courses.

Motion: Georgianna Parkin moved that the Association add a provision to the Small Business Act amendment that was approved by the Board during its meeting on April 22, stating that an institution of higher education is not eligible to receive a state or regional SBDC grant if the institution’s courses are primarily (that is, more than 50%) correspondence or telecommunications courses. The amendment was seconded by Roy Miller and passed by voice vote.

EDMIS 2: Mike Myhre, Chairman of the EDMIS Committee, reported that the Committee continues to work with SBA to try to develop a workable management information system. However, delays on the part of SBA are making it difficult to have the EDMIS 2 system ready by October 1, as intended by SBA.

Adjournment: Henry Turner moved that the Board adjourn the meeting. The motion was seconded by Carmen Marti and passed by voice vote.

Next Meeting of the Board: The next meeting of the Board will be held from Monday morning, June 20, until Tuesday at noon, June 21, in Washington, DC. Regular meetings of the Board are held by conference call on the 4th Tuesday of every month at 1:00 p.m. (Eastern Time).

Submitted by Roy Miller, Secretary, ASBDC