

Minutes

Board of Directors Meeting

Association of Small Business Development Centers (ASBDC)

August 28, 2007

By Conference Call

Board Members Participating: Mark Petrilli (Chairman); Don Wilson (President); Jody Keenan (Vice Chair); Georgianna Parkin (Secretary); Al Salgado; Bill Carter; Jerry Cartwright; Barbara Necarsulmer.

Others Participating: M. E. Gamble; Liz Klimback; Carol Lopucki; Dan O'Grady.

Call to Order: The meeting was called to order by Chairman Petrilli at 2:20 p.m. (Eastern Daylight Savings Time) on Tuesday, August 28, 2007.

Approval of Minutes: The Board reviewed the draft minutes of the Board meeting that was held by conference call on July 24. Al Salgado noted that an incomplete action item in the draft minutes, regarding further development of the Association's web resources, had been completed and should not appear in the minutes as an incomplete item. Bill Carter moved that the minutes, as amended by removing the completed action item above, be approved. Al Salgado seconded the motion and the motion passed by voice vote.

Financial Report: Don Wilson reviewed the July financial statements and reported that the financial condition of the Association is sound.

Chairman's Report: Chairman Petrilli stated that he would like the Board and the committee, taskforce, working group, and interest section chairs to prepare a report to the membership for the Annual Meeting in Denver. He asked Board members to send him their suggestions on the Association's top three accomplishments during the past year, and the top three suggested priorities for next year's Board of Directors. He asked Board members to contact their assigned committee, taskforce and interest section chairs to ask them to submit their reports. He stated that reports have been received from six chairs, including reports from the Technology Taskforce, the Professional Development and Education Committee, the Operations Committee, the Communications and Marketing Committee, the Accreditation Committee, and the Disaster Recovery and Assistance Interest Section. He asked Board members to ask their assigned chairmen and chairwomen if they would like time during the Association's Business Meeting to make presentations on behalf of their committees, taskforces and interest sections. He also asked Board members to contact their assigned committee, taskforce and interest section chairs to encourage them to use their ASBDC web pages to post best practices, useful tools and other information.

President's Report:

Annual Conference: Don Wilson stated that registrations for the Annual Conference are very strong. He stated that the staff is making progress in addressing the housing problem with the hotel, which has been a very big distraction as the staff works to prepare for the Conference. He stated that the Conference trade show promises to be one of the best the Association has ever had, and the professional development program is likewise expected to be extremely strong. He thanked Liz Klimback (Chair of the Conference Subcommittee), Rich Werner of the Colorado SBDC, and all of the members of the Conference Subcommittee for their excellent

work. He stated, however, that fewer state directors than hoped for had signed up to take the Covey Focus training, and fewer than expected counselors were registered to take the Covey Facilitator training.

Success Story Book: Don Wilson stated that the new ASBDC-Bank of America Success Story book was ready to go to the printer and will be ready for the Annual Conference in Denver.

SBA: Don Wilson stated that the SBA is putting its disaster loan application on-line, as suggested by the Association. He stated that the SBA will have an exhibit booth at the Association's Conference in Denver, and Antonio Doss, Anoop Prakash, and Administrator Preston will attend the Conference. Don Wilson stated that he has discussed the Association's concerns with Antonio Doss regarding the status of the network in Connecticut and the status of the state directorship in Hawaii.

Chrisman Survey Report: Don Wilson stated that the new economic impact report on the nationwide SBDC network will be sent to the Association by Professor Chrisman in time for the Conference in Denver. He stated that SBA has made suggestions to ASBDC regarding possible changes in the survey.

Staffing: Don Wilson stated that the Association has hired Lisa Kim as a full-time employee to replace Ann Maltese, who retired. He stated that Kathryn Woehrle and Debbie Bassett will be working at the Association temporarily, until the Conference in Denver.

Board Liaison Reports: Georgianna Parkin updated the Board on the status of the SBDC network in Connecticut. Georgianna Parkin reported that Maine SBDC State Director John Massaua is meeting with state officials to discuss the state's role in the Maine network. She also stated that the Rhode Island SBDC is making significant progress.

SBA and SBA Resource Partner Relations: Chairman Petrilli stated that the relationship between the Association and the SBA continues to grow stronger. He reviewed several of the recent initiatives undertaken in cooperation with the SBA, including the monthly New State Director conference calls; the ASBDC Operations Committee's work with the SBA Office of SBDCs on the Program Announcement; the Technology Leadership Summit; the E-Tools Interest Section meeting with SBA; the Association's input into improving SBA fiscal examinations; consultations between the ASBDC Associate/Assistant State Directors Working Group and the SBA; and ASBDC participation at SBA University sessions. Chairman Petrilli also stated that he spoke at a meeting of new SCORE chapter chairs, about the importance of cooperation between SBDCs and SCORE chapters.

Legislative Update:

SBA Reauthorization Extension: Don Wilson stated that Congress passed a short-term extension of the SBA Authorization Act, which will last until December.

FY 2008 Appropriations: Don Wilson stated that the outlook for the FY 2008 appropriations bills is uncertain, as a result of differences between the Congress and the President.

Virginia SBDC Hosts Appropriations Committee Staff: Jody Keenan reported that, at the request of the SBA, the Virginia SBDC network's center in Alexandria hosted two members of the House Appropriations Committee, on a bi-partisan basis, for informational meetings. Jody Keenan stated that the Alexandria SBDC, which is located at the local Chamber of

Commerce, facilitated meetings for the Congressional staff members with, among others, the Chamber president and an SBDC client. Jody Keenan stated that the Appropriations Committee staff members are aware of the Association's concerns regarding the funding of new competitive grant programs from the nationwide network's core funding. However, she stated that one staff member was under the impression that any new grant programs would be funded from the nationwide network's core funding.

Old Business:

Counselor Certification: The Board discussed the need to discuss the issues of Technology Counselor Certification and General Business Counselor Certification at the Association's Business meeting in Denver, in an effort to promote clarity concerning these issues and to determine the Association's future courses of action. Carol Lopucki (Chair of the Technology Taskforce), suggested a conference call with the Co-Chairs of the new Technology Counselor Certification Taskforce (Meriby Sweet and Lew Attardo), so that Ms. Sweet and Mr. Attardo can help convey the message to the network in Denver about the status of Technology Counselor training and certification.

New Business:

SBDCs From Mexico: Al Salgado stated that he expects approximately 10 representatives of the SBDCs in Mexico to attend the ASBDC Conference in Denver, and he asked that they be recognized during the Business Meeting.

Adjournment: Al Salgado moved that the meeting be adjourned. The motion was seconded by Jerry Cartwright and passed by voice vote. The meeting was adjourned at 3:40 p.m.

Next Meetings of the Board:

- The next meeting of the Board will be held in Denver, on Saturday, September 15.
- Regular meetings of the Board are held by conference call on the fourth Tuesday of each month, at 2:00 p.m. (Eastern Time).

Incomplete Action Items from the Board's Previous Meetings

- ① ASBDC staff will send out a state Chrisman release form so we can get state Chrisman data.
- ① Bill Carter and Mike Young will draft a document showing the need for additional accreditation funding.
- ① Don Wilson will continue working with USASBE leaders, foundations and Bob McKinley on publishing a paper about the qualifications and role of a state/regional SBDC director.
- ① ASBDC staff, in cooperation with the International Trade Interest Section, will seek a Memorandum of Understanding with NASBITE that acknowledges the SBDC role in international trade counseling for small business and recognizes the NASBITE certification as the certification standard for SBDC international trade counselors.