

Minutes
Board of Directors Meeting
Association of Small Business Development Centers (ASBDC)
July 22, 2008
By Conference Call

Board Members Participating: Jody Keenan (Chair); Don Wilson; Georgianna Parkin (Vice Chair); Bill Carter; Becky Naugle; Al Salgado; Debbie Trujillo.

Others Participating: M. E. Gamble; Jim King; Carol Lopucki; Mark Petrilli; Dan Ripke; Henry Turner; Dan O'Grady.

Call to Order: The meeting was called to order by Chair Keenan at 3:00 p.m. (Eastern Daylight Savings Time) on Tuesday, July 22, 2008.

Approval of Minutes: Bill Carter moved that the minutes of the Board meeting held by conference call on June 24, 2008, be approved. The motion was seconded by Al Salgado and passed by voice vote.

Financial Report: Don Wilson stated that the Association's June financial statements were not available because the Association had not yet received its monthly credit card statement. He stated that the June financial statements would be shared with Board members as soon as the statements were available.

Remarks by the Chair:

Technology Counselor Certification: Chair Keenan updated the Board on preparations for the first ASBDC Technology Counselor Certification exam, to be administered during the ASBDC Annual Conference in Chicago. She stated that an e-mail with information about the exam had been sent to all SBDC staff who had attended technology core competency workshops during previous ASBDC annual conferences. She stated that information about the exam had been posted on the ASBDC website. She stated that Meriby Sweet (Co-Chair of the ASBDC Technology Counselor Certification Taskforce) was preparing information about the content of each core competency, and the information would be posted on the ASBDC website. Chair Keenan stated that the Advisory Group, assembled by Andrew Sherman to develop and administer the exam, would soon be meeting by conference call to review the exam. She stated that the Association had received numerous inquiries about the exam, as well as a number of applications to sit for the exam.

Strategic Planning: Chair Keenan updated the Board on the Association's strategic planning and leadership transition activities. She stated that Marc King and Dan Parks were preparing a survey to gather information for strategic planning. She stated that she would soon send an e-mail, with a link to the survey, to members of the SBDC network.

Motion: Chair Keenan moved that the Board approve the proposal submitted by Marc King and Dan Parks for information gathering, needs assessment, and strategic planning, to be conducted as a part of the Association's transition planning process. The motion was seconded by Bill Carter and passed by voice vote.

SBA Entrepreneurial Development Programs Annual Report: Chair Keenan reported to the Board on a meeting with SBA staff from the Office of SBDCs and the Office of Entrepreneurial Development programs. Chair Keenan and Don Wilson attended the meeting. Chair Keenan stated that the purpose of the meeting was to discuss the SBA's recently published annual report on Entrepreneurial Development programs. She stated that the SBA was open to working with the Association on performance measures and other matters concerning the annual report.

Unobligated Funding: Chair Keenan stated that Don Wilson and she discussed unobligated FY 2007 funding with SBA OSBDC staff. She stated that various possible uses of the funding were discussed, including funding for disaster recovery efforts, Accreditation Committee training and general counselor certification. She stated that the unobligated funding had to be encumbered by September 30. It was suggested that the Board seek input from the membership about potential uses of the unobligated funding. It was suggested that the Accreditation Committee be asked to estimate how much additional funding is needed for accreditation activities. It was suggested that it was too soon to consider funding for general counselor certification efforts. It was suggested that funding could be used to develop on-line counseling.

Committee and Taskforce Reports: Chair Keenan stated that she would soon be sending report templates to Board members, for ASBDC committee and taskforce chairs to use to write their reports. She asked Board members to forward the report templates to their assigned committee and taskforce chairs, so that committee and taskforce chairs could submit their reports in time for the ASBDC Annual Conference in Chicago.

President's Report:

Conference Update: Don Wilson updated the Board on preparations for the ASBDC Annual Conference in Chicago. He stated that he was encouraged by the strength of the training program, the number of registrations for the conference, and the large number of exhibitors. He stated that the Association had increased the size of the hotel room-block, to accommodate the higher than expected number of conference attendees.

SBA Reauthorization Legislation: Don Wilson updated the Board on the status of the SBA Reauthorization bills in Congress. He stated that the Senate is trying to bring an SBA Reauthorization bill to the Senate floor, but very little time is left in the legislative calendar to get the legislation passed before Congress adjourns for the year. The House already passed its version of SBA Reauthorization legislation.

Senate Consideration of New SBA Administrator Nominee: Don Wilson updated the Board on the status of President Bush's nomination of Sandy Baruah to serve as SBA Administrator. He stated that the Senate has not scheduled a hearing on Mr. Baruah's nomination, and it is not known if the Senate will vote on the nomination before the end of the year.

Veterans and Energy Grant Funding: Don Wilson updated the Board on the status of funding for the new SBDC veterans and energy grants. He stated that the RFP for the new SBDC veterans grant program has been posted on grants.gov. He stated that the SBA is still working on the RFP for the SBDC energy grant program. Each of the grant programs is budgeted to receive \$500,000 in FY 2008 Federal funding.

Board Liaison Reports:

California Fires: Debbie Trujillo and Dan Ripke updated the Board on the work of SBDCs in California to assist small businesses impacted by the recent fires.

General Counselor Certification: Becky Naugle updated the Board on the work of the General Counselor Certification Taskforce. She stated that Kate Hoelscher (Chair of the Counselor Certification Taskforce) would be holding a meeting of the Taskforce by conference call in the near future.

New Business:

SBA Goaling Sheets: Jim King stated that the goaling sheets that were distributed by SBA to state/regional SBDC networks were unrealistic. Don Wilson stated that he had discussed this issue with SBA staff, and he stated that he would send additional information to state/regional directors.

Adjournment: Bill Carter moved that the meeting adjourn. The motion was seconded by Al Salgado and passed by voice vote. The meeting adjourned at 4:30 p.m. (Eastern Daylight Savings Time) on Tuesday, June 24, 2008.

Next Meetings of the Board:

The next meeting of the Board will be held by conference call on Tuesday, August 26, at 3:00 p.m. (Eastern Daylight Savings Time).

Regular meetings of the Board are held by conference call on the fourth Tuesday of each month, at 3:00 p.m. (Eastern Time), with the following exceptions:

- September 1, 2008 (Monday, in Chicago)
- October 14-15, 2008 (Tuesday and Wednesday)
- January 13-14, 2009 (Tuesday and Wednesday)

- March 1, 2009 (Sunday, preceding the Spring Meeting)
- June 9-10, 2009 (Tuesday and Wednesday)
- September 13, 2009 (Sunday, preceding the Fall Conference in Orlando)
- October 13-14 (Tuesday and Wednesday)