

Minutes **Fall Business Meeting**

Association of Small Business Development Centers (ASBDC)
Chicago, Illinois
September 2, 2008

Call to Order: The Fall Business Meeting was called to order by Board Chair Jody Keenan at 8:30 a.m. on Tuesday, September 2, 2008, in Chicago, Illinois.

Approval of Minutes: Bill Carter moved that the minutes of the Spring Business Meeting that was held on March 4, 2008, in Crystal City, Virginia, be approved. Al Salgado seconded the motion and the motion passed by voice vote.

Treasurer's Report: Treasurer Mike Myhre reviewed the Association's financial statements for July and reported that the financial position of the Association is sound.

Remarks by the Board Chair: Chair Jody Keenan introduced and thanked her fellow Board members for their work on behalf of the Association, and she introduced and thanked the Association staff. She recognized and thanked Association members who served as committee, taskforce and interest section chairs during the past year.

Chair Keenan stated that the Association had a productive year. She reviewed the strategic directions set by the Board in October, 2007, and the progress the Association made in these areas:

- (1) Acquiring, diversifying and expanding funding resources: Chair Keenan noted that the Association had made significant progress in acquiring additional funding resources for the network, with a significant increase in the Federal FY 2008 appropriation and the possibility of a significant increase in the Federal FY 2009 appropriation.
- (2) Growing a unified network, committed to high performance: Chair Keenan noted that the Association had made progress in growing a unified network with several initiatives, including:
 - (A) the creation of the new Technology Counselor Certification program. Chair Keenan thanked Meriby Sweet (Maine); Lew Attardo (Florida); Scott Daugherty (North Carolina); and Carol Lopucki (Michigan) for their hard work in the creation of the new Technology Counselor Certification program.
 - (B) the creation of a voting seat on the Board for the representative of the Associate State Directors Working Group.
 - (C) the many mentoring efforts created by the Association, including the Accreditation Committee's mentoring program; the Legislative and Stakeholder Outreach Committee's new mentoring groups; the New State Director Training Committee's program; and the

Disaster Assistance and Recovery Interest Section's outreach efforts. Chair Keenan also noted that the Annual Conference continues to be the Association's premier professional and leadership development opportunity.

- (3) Developing awareness of the national network through a common message: Chair Keenan noted the Association's work to develop awareness of the national network through a common message, with the work of the Communications and Marketing Committee and the *Network* and *Member Connection* newsletters.

Chair Keenan noted that succession planning was a key initiative for the year, with Don Wilson's announced retirement. She noted that the Board had defined a transition plan for the Association, to ensure a smooth transfer of leadership.

Chair Keenan concluded her remarks by noting the Association's continuing challenges and efforts, including working with stakeholders; continuing improvement in relations with SBA; the development of clear and accurate metrics; helping to ensure that all networks are able to meet Federal matching requirements; and developing a general counselor development and certification program.

President's Report: Don Wilson noted that the Association had a successful year. He noted the large number of members who were involved in the Association's many initiatives and accomplishments during the year, including the Annual Conference, Technology Counselor Certification, accreditation, operations, stakeholder outreach and communications. He noted that the number of candidates running for Board positions was the highest in a decade. He stated that the Association continues to be financially sound, and he noted that relations with SBA are strong.

Legislative Update: Don Wilson updated the membership on legislation in Congress. He noted that the nationwide network received an increase of approximately \$9 million in Congressional appropriations for FY 2008, and he stated that the network's champions in Congress were working to provide a similar increase for FY 2009. He stated that it is expected that Congress will pass a Continuing Appropriations Resolution (CR) to fund government programs, including the SBDC network, through the early part of 2009, and then complete the FY 2009 appropriations bills early in 2009. Regarding SBA Reauthorization, he stated that it would be difficult for Congress to complete the SBA Reauthorization bill before adjourning for the year.

Conference Update: Don Wilson updated the membership on preparations for the ASBDC 28th Annual Conference. He stated that the Conference was expected to set new records for attendance, and that the Annual Conference would again have a very strong professional development program and an excellent trade show. He thanked the members of the ASBDC Conference Planning Committee for their hard work.

Election: Ballots were distributed for the election of four members to the Board of Directors. Voting Proxies were held by the following: for Roy Miller, Flo Dow; for Vi Pham, Sheneui Sloan; for Kristin Johnson, Steve Karp; for Renee Sprow, Lora Brown; for Sam Males, Grady

Pennington; for John Lenti, Francis Heape; for Craig Bean, Alan Carrigo. Not voting and with no proxies were Gayle Kugler and M.E. Yancosek Gamble.

State/Regional Economic Impact Surveys: Mike Young and Mike Myhre made a presentation to the membership about the importance of conducting a state/regional economic impact survey, such as the survey by Professor Chrisman.

SBA Update: The Association welcomed Antonio Doss, Jean Smith and Jean Holcombe of the SBA Office of SBDCs, who updated the membership on the following matters.

Unobligated (or Supplemental) SBDC Funding: Antonio Doss stated that SBA will make approximately \$460,000 in unobligated FY 2007 funding available to the Iowa SBDC this year for flood disaster recovery. Approximately \$107,000 in unobligated FY 2007 funding will be used this year to make whole the SBDCs that suffered cuts in Federal funding as a result of the 2000 Census. Additional unobligated FY 2007 funding will be re-programmed to FY 2008. Antonio Doss stated that SBA has not yet determined how it will distribute unobligated FY 2008 SBDC funding. He stated that SBA is considering using unobligated FY 2008 funding to support counselor certification; accreditation training; and projects in specific areas such as trade and technology.

Goaling: Antonio Doss stated that SBA's 2009 goals for SBDCs have been established. He stated that the new goals emphasize extended engagement clients, because other measures such as capital access are difficult to predict in an uncertain economy.

Veterans Grant Program: Antonio Doss stated that SBA received 18 proposals for the new SBDC Veterans Grant program, and the proposals are in the process of being reviewed.

Energy Grant Program: Antonio Doss stated that an RFP for the new SBDC Energy Grant program was posted on grants.gov on August 29.

SBDCNet: Antonio Doss stated that it is expected that an RFP for the SBDCNet grant would be posted on grants.gov in the near future.

Financial Reviews: Antonio Doss stated that the SBA Office of SBDCs has started implementing the new risk-based financial review system.

Measures of Effectiveness: Antonio Doss stated that the SBA Annual Report on Entrepreneurial Development programs included several new measures of effectiveness, and he stated that the SBA would work with the Association to improve those metrics in any future SBA Annual Reports on Entrepreneurial Development programs.

Strategic Planning Survey Results: Dan Parks and Marc King presented the findings of a survey that they conducted at the request of the Board, as part of the Association's strategic and transition planning.

Counselor Certification: The membership discussed the question of whether the Association should take a position on the use of unobligated funding for the purpose of developing a counselor certification program. It was agreed that the ASBDC Counselor Certification Taskforce should consider this question, and that the question would be taken up again during the ASBDC Spring Meeting.

Election Results: The results of the election were announced. The following four members were elected to two-year terms on the ASBDC Board of Directors: Alan Adams, Jim King, Mike Myhre and Al Salgado.

Adjournment: Jerry Cartwright moved that the meeting be adjourned. The motion was seconded by Mike Young and passed by voice vote. The meeting adjourned at 4:00 p.m.