

Minutes

Board of Directors Meeting

Association of Small Business Development Centers (ASBDC)
September 23, 2008
By Conference Call

Board Members Participating: Jerry Cartwright (Chair); Don Wilson; Georgianna Parkin (Vice Chair); Rich Werner (Secretary); Allan Adams; Jody Keenan; Al Salgado; Debbie Trujillo.

Others Participating: Christian Conroy; Carol Lopucki; Barbara Necarsulmer; Greg Panichello; Mark Petrilli; Clinton Tymes; Dan O'Grady.

Call to Order: The meeting was called to order by Chairman Cartwright at 2:30 p.m. (Eastern Daylight Savings Time) on Tuesday, September 23, 2008.

Approval of Minutes: Rich Werner moved that the minutes of the Board meeting that was held in Chicago, on September 1, 2008, be approved. The motion was seconded by Al Salgado and passed by voice vote.

Financial Report: Don Wilson reviewed the Association's August financial statements and reported that the financial position of the Association is sound.

President's Report:

Preparations for the Board Meeting in October: Don Wilson updated the Board on preparations for the Board meeting in Alexandria, Virginia, on October 15-17. He noted that he sent strategic planning and training materials to Board members. He also noted that Marc King and Dan Parks, who are assisting in the Board's strategic planning efforts, will attend the October Board meeting. Jody Keenan stated that she is searching for an individual to conduct an orientation session for Board members during the October meeting. Chairman Cartwright asked that the strategic planning presentation made by Marc King and Dan Parks at the ASBDC Annual Meeting in Chicago be shared with the membership.

Annual Conference Update: Don Wilson updated the Board on the Annual Conference that was held in Chicago. He stated that the Association is processing the final bills from the Conference.

Accreditation Contract: Don Wilson updated the Board on negotiations for a new Accreditation contract with SBA. He stated that the new contract is expected to provide increased funding, more flexibility and language concerning carry-over funding. He stated that the Association expects to sign the new contract in the near future.

Legislative Update: Don Wilson updated the Board on legislation in Congress. He stated that Congress was expected to pass a Continuing Appropriations Resolution (CR) to fund most

Federal agencies (including SBA and the national SBDC network) through March 6, 2009. He stated that a lame duck session of Congress, following the elections in November, was possible. He stated that it was not known if Congress would complete the SBA Reauthorization bill before adjourning for the year.

Committee Chair Nominations: Chairman Cartwright nominated three ASBDC members to chair committees, as follows -- Mark Petrilli to chair the Operations Committee; Georgianna Parkin to chair the Personnel Committee; and John Maynard to chair the Professional Development and Education / Conference Organization Committee. Chairman Cartwright noted that the three nominees had chaired these committees during the previous year. He stated that he would like these nominees to chair the committees again, because their experience will be very important to the Association while the ASBDC prepares to transition to a new CEO.

Motion: Jody Keenan moved that the Board approve the nomination of John Maynard as Chairman of the Professional Development and Education / Conference Organization Committee for the coming year (2008-09). The motion was seconded by Al Salgado and passed by voice vote.

Motion: Al Salgado moved that the Board approve the nomination of Mark Petrilli as Chairman of the Operations Committee for the coming year (2008-09). The motion was seconded by Georgianna Parkin and passed by voice vote.

Motion: Jody Keenan moved that the Board approve the nomination of Georgianna Parkin as Chair of the Personnel Committee for the coming year (2008-09). The motion was seconded by Al Salgado and passed by voice vote.

Invitations to Committee Chairs and Past Board Chairs to the October Strategic Planning Sessions:

Chairman Cartwright stated that he would like to invite the Chairs of several ASBDC committees to attend the Board's October strategic planning sessions, as follows: Mike Young of the Accreditation Committee; Mark Petrilli of the Operations Committee; and John Maynard of the Conference Planning Committee. Chair Cartwright noted that Georgianna Parkin, who would be attending the meeting as a Board member, would represent the Personnel Committee (as current Chair of the Committee) and the Legislative Policy Advisory Committee (as immediate past Chair of the Committee).

Chairman Cartwright stated that he would like to invite past Board chairs that are still active in the SBDC network to attend the Board's October strategic planning sessions. The past Board chairs that are still active in the SBDC network include Jody Keenan, Mark Petrilli, Scott Daugherty, Clinton Tymes and Diane Wolverton. It was noted that these past Board chairs include all the members (except for John Massaua, who retired) who have served as Board chairs since the Association transitioned from governance by an executive committee to governance by a Board of Directors. Chairman Cartwright stated that Jody Keenan and Mark Petrilli would be attending the strategic planning sessions as a Board member and Operations Committee Chairman, respectively.

Motion: Jody Keenan moved that the Board invite Scott Daugherty, Clinton Tymes and Diane Wolverton to attend the Board's October strategic planning sessions, as past Board chairs. The motion was seconded by Al Salgado and passed by voice vote.

Liaison Reports:

Georgianna Parkin noted that some states are facing budget shortfalls. Chairman Cartwright suggested that the Legislative Policy Advisory Committee survey the membership in the near future, well before the Spring Meeting, about the impact of state budgets on state matching requirements.

Debbie Trujillo stated that Vi Pham left the Santa Ana - Tri County Regional SBDC, and Kurt Clark is no longer the Interim Director of the UC Merced SBDC Regional Network.

Old and New Business:

Community Express Loan Program Changes: Allan Adams stated that he is concerned about changes in the Community Express Loan program, relating to any obligations on the part of the SBDC as technical assistance provider. He noted that a technical assistance provider cannot obligate the borrower to comply with obligations because the technical assistance provider is not a part of the contractual relationship between the lender and the borrower. Don Wilson stated that he has raised this concern with Antonio Doss at the SBA Office of SBDCs.

Management Assessment Tool for 8(a) Clients: Chairman Cartwright stated that the SBA Office of SBDCs is considering a management assessment tool for 8(a) clients that will involve SBDCs. Jody Keenan stated that she is looking at tools that might be available for this purpose.

EDMIS: Greg Panichello stated that the SBA Office of SBDCs is waiting for information from the ASBDC Board. Chairman Cartwright stated that the Board will follow up.

Adjournment: Rich Werner moved that the meeting adjourn. The motion was seconded by Jerry Cartwright and passed by voice vote. The meeting adjourned at 3:30 p.m. on Tuesday, September 23, 2008.

Next Meetings of the Board:

Regular meetings of the Board are held by conference call on the fourth Tuesday of each month, at 2:30 p.m. (Eastern Time), with the following exceptions:

- October 15-17, 2008 (Wednesday to Friday)
- 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, 2009 (Tuesday and Wednesday)