

Minutes

Board of Directors Meeting

Association of Small Business Development Centers (ASBDC)
November 25, 2008
By Conference Call

Board Members Participating: Jerry Cartwright (Chair); Don Wilson; Georgianna Parkin (Vice Chair); Rich Werner (Secretary); Mike Myhre (Treasurer); Allan Adams; Jim King; Al Salgado; Debbie Trujillo.

Others Participating: Scott Daugherty; Diane Howerton; Liz Klimback; Gayle Kugler; Becky Naugle; Mark Petrilli; Dan O'Grady.

Call to Order: The meeting was called to order by Chairman Cartwright at 2:30 p.m. (Eastern Standard Time) on Tuesday, November 25, 2008.

Approval of Minutes: Secretary Rich Werner presented the draft minutes of the Board meeting that was held in Alexandria, Virginia, on October 16, 2008.

It was agreed that a statement on page "3" of the draft minutes (regarding counselor professional development core competencies) should be amended, to state that Allan Adams will serve as the Board's liaison to SBA's Antonio Doss on matters concerning counselor professional development core competencies. It was further agreed that an incomplete sentence on page "3" of the draft minutes (regarding access to capital) should be deleted.

Motion: Secretary Rich Werner moved that the minutes of the Board meeting of October 16, 2008, be approved as amended. The motion was seconded by Allan Adams and passed by voice vote.

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

Chairman's Remarks:

Directors and Officers Insurance: Chairman Jerry Cartwright asked Don Wilson to update the Board on changes in the Association's Directors and Officers insurance coverage. Don Wilson stated that the Association recently increased its Directors and Officers insurance coverage at a relatively small cost to the Association. He stated that the new insurance policy had been sought by previous Boards of Directors.

Monthly Conference Calls with SBA's Antonio Doss: Chairman Jerry Cartwright stated that Don Wilson and he had re-instituted their monthly conference calls with SBA's Antonio Doss. Chairman Cartwright asked Board members to let him know if there are any issues they would like discussed with Mr. Doss during the monthly conference calls.

President's Report:

SBDCs and Current Economic Conditions: Don Wilson stated that he attended a meeting of the U.S. Chamber of Commerce Small Business Council, at which the main topic of discussion was the economy. He stated that Chamber officials and policy makers alike are concerned about whether government efforts to address economic and financial problems are reaching "Main Street." He stated that he is increasingly being asked by Congressional staff, reporters and others about what SBDCs are doing to help small businesses address difficult economic conditions.

Call for Presentations: Don Wilson stated that the Call for Presentations for the ASBDC Annual Conference in Orlando, Florida, in September, 2009, would be sent out in the near future.

Sustainability and Disaster Recovery Grants: Don Wilson updated the Board on the status of the Sustainability and Disaster Recovery grants. He stated that the SBA is still working on the formula for distributing the Disaster Recovery grants, and the agency hopes to complete that work in the near future. He stated that the SBA has selected four SBDC networks to receive Sustainability grants of \$125,000 per grant, and the agency hopes to announce the grant awards in the near future.

Legislative Update: Don Wilson updated the Board on changes in Congress and the Administration. He stated that Senator Kerry of Massachusetts is likely to leave the chairmanship of the Senate Small Business Committee, and Senator Landrieu of Louisiana is likely to become the new Chair of the Committee. He stated that the House Small Business Committee will have a new Ranking Member, since Congressman Chabot of Ohio was defeated in November. He stated that Fred Hochberg, who served as Deputy SBA Administrator during the Clinton Administration, is a member of President-Elect Obama's transition team. Mr. Wilson stated that he may have an opportunity to meet with Mr. Hochberg. He stated that changes in other Congressional committees and subcommittees are also possible.

Committee, Taskforce and Interest Section Appointments: The Board considered nominations for chairmanships of ASBDC committees, taskforces and interest sections. The nominees were recommended by the Board Chair and the President of the Association, as provided for in the ASBDC Bylaws, and were subject to approval by the Board.

EDMIS Subcommittee: To chair the EDMIS Subcommittee, Chairman Cartwright and Don Wilson recommended Greg Panichello, who was approved by the Board.

Legislative and Stakeholder Engagement Committee: To chair the Legislative and Stakeholder Engagement Committee, Chairman Cartwright and Don Wilson recommended Deborah Schueneman, Jim Ackley and Kim Kollig, who were approved by the Board.

Legislative Policy Advisory Committee: To chair the Legislative Policy Advisory Committee, Chairman Cartwright and Don Wilson recommended Jim King, who was approved by the Board.

Professional Development and Education - ASBDC Orientation Committee: To chair the ASBDC Orientation Committee, Chairman Cartwright and Don Wilson recommended Clinton Tymes, who was approved by the Board.

Professional Development and Education - New State / Regional Director Training Committee: To chair the New State / Regional Director Training Committee, Chairman Cartwright and Don Wilson recommended Carol Lopucki, who was approved by the Board.

Technology Counselor Certification Taskforce: To chair the Technology Counselor Certification Taskforce, Chairman Cartwright and Don Wilson recommended Scott Daugherty, who was approved by the Board.

Agriculture and Rural Development Interest Section: To chair the Agriculture and Rural Development Interest Section, Chairman Cartwright and Don Wilson recommended John Hemmingstad, who was approved by the Board.

Sustainability and Regulatory Compliance Assistance Interest Section: To chair the Sustainability and Regulatory Compliance Assistance Interest Section, Chairman Cartwright and Don Wilson recommended Chris Lynch, who was approved by the Board. The Board also renamed the Interest Section (formerly known as the Regulatory Compliance Assistance Interest Section) as the “Sustainability and Regulatory Compliance Assistance Interest Section.”

Veterans’ Entrepreneurship Interest Section: To chair the Veterans’ Entrepreneurship Interest Section, Chairman Cartwright and Don Wilson recommended Kelly Manning, who was approved by the Board.

Women’s Entrepreneurship Interest Section: To chair the Women’s Entrepreneurship Interest Section, Chairman Cartwright and Don Wilson recommended Debbie Trujillo, who was approved by the Board.

Communications and Marketing Committee: It was stated that the Board had previously approved the appointment of Jacqueline Taylor to chair the Communications and Marketing Committee.

Vacancies in Chairmanships: Chairman Cartwright stated that the Association needs volunteers to chair the Counselor Professional Development Core Competencies Taskforce (formerly known as the Counselor Certification Taskforce); the Minority Outreach Interest Section; and the International Trade Interest Section.

Allan Adams stated that he will ask Eric Bonaparte, an assistant director of the Georgia SBDC network, if he would be willing to serve as Chairman of the Minority Outreach Interest Section.

Al Salgado suggested that Cliff Paredes, of the South-West Texas Border SBDC Network, might be willing to serve as Co-Chairman of the International Trade Interest Section. Mark Petrilli stated that he will ask Jim Foley, of the Illinois SBDC network, if he would be willing to serve as Co-Chairman of the International Trade Interest Section. Georgianna Parkin stated that she will ask Paula Murphy, of the Massachusetts SBDC network, if she would be willing to serve as Co-Chair of the International Trade Interest Section.

Expanding the Personnel Committee: Georgianna Parkin (Chair of the Board's Personnel Committee) stated that the Board should add three or four new members to the Committee, in anticipation of this year's strategic planning and leadership transition efforts. She stated that she will call nine network members who have expressed an interest in serving on the Personnel Committee.

Strategic Planning Update: Chairman Cartwright updated the Board on the status of the Association's strategic planning. He stated that Dan Parks and Marc King have completed a draft plan, appendices and matrix. He stated that the draft documents would be distributed to Board members and others who attended the Board's strategic planning sessions in Alexandria, Virginia in October, for review and comments before being shared with the membership.

U.C. Merced SBDC Regional Network: Chairman Cartwright stated that the Director of the U.C. Merced SBDC Regional Network informed him of possible changes regarding several institutions that host centers in the regional network. Chairman Cartwright stated that Don Wilson and he will discuss the possible changes with SBA's Antonio Doss.

Pennsylvania SBDC: Chairman Cartwright stated that the Pennsylvania SBDC appeared to close to choosing a new state director. He stated that the Association had been asked about the proper role of the SBA District Director in the selection of the new SBDC state director, and the Association was discussing this with the SBA.

Board Liaison Assignments: Chairman Cartwright stated that Board members who want to make changes in their Liaison assignments are welcome to do so. He asked that any Board member who wants to change his or her Liaison assignments should speak to him about possible changes. Chairman Cartwright noted that Board Liaison assignments at this time remain the same as they were during the previous Board year, except that Allan Adams now has Becky Naugle's former Liaison assignments, and Jim King has Chairman Cartwright's former Liaison assignments.

Liaison Reports:

Suspending the Match Funding Requirement: Jim King stated that he had been asked if the Association had taken a position on temporarily setting aside the match funding

requirement. Don Wilson cautioned that suspending the match funding requirement, even for a short time, could make match funding even more difficult to obtain in the future. Don Wilson also stated that suspending the match funding requirement would require a change in Federal law. A state director stated that setting aside the match funding requirement, even temporarily, would result in the loss of significant funding. A state director stated that if the Association decided to support a suspension of the match funding requirement, the suspension should apply only to new funding. It was agreed that the Board would further discuss the question of match funding during its meeting in December.

Small Business Tools to Address the Economic Downturn: Rich Werner stated that the Associate State Directors Working Group is working on tools to help small businesses address the economic downturn. Don Wilson asked that the Associate State Directors Working Group share with the Association any tools that they develop, so that the Association can help make the tools available throughout the nationwide network.

Placing Board Retreat Materials on the State Directors' Web Page: Chairman Cartwright asked that the materials reviewed by the Board during the Board's Retreat in Alexandria, Virginia in October (excluding the draft strategic plan), be made available on the state directors' web page.

Results of Technology Counselor Certification Exam: Jim King stated that he would like background information on the results of the Technology Counselor Certification Exam that was held in Chicago in September. Don Wilson stated that he would ask Andrew Sherman if such information could be made available, consistent with protecting the privacy of exam takers.

Adjournment: Allan Adams moved that the meeting adjourn. The motion was seconded by Rich Werner and passed by voice vote. The meeting adjourned at 3:40 p.m. on Tuesday, November 25, 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:

- January 13-14, 2009 (Tuesday and Wednesday), in the Washington, DC area
- March 2, 2009 (Monday, preceding the Spring Meeting), in the Washington, DC area
- June 9-10, 2009 (Tuesday and Wednesday)
- September 13, 2009 (Sunday, preceding the Fall Conference), in Orlando, Florida
- October 13-14, 2009 (Tuesday and Wednesday)