

Minutes
Board of Directors Meeting
Association of Small Business Development Centers (ASBDC)
January 12-13, 2010
Crystal City, Virginia

Board Members Participating: Jerry Cartwright (Chair), Mary Lynn Wilkerson (Vice Chair), Mike Young (Treasurer), Al Salgado (Secretary), Mike Myhre, Allen Adams, Jim King, Marc King, Brett Rogers, Georgianna Parkin.

Call to Order: The meeting was called to order by Chair Jerry Cartwright at 8:40 am (Eastern Time) January 12, 2010.

Approval of Minutes: Motion was made by Mary Lynn Wilkerson to approve the minutes as presented. Seconded by Brett Rogers and voice vote was unanimous and passed.

Financial Report: Mike Young proposed a change to the ASBDC financial report to the Board. He recommended a summary report representing profit and loss and the balance sheet on a year to date basis. The board members agreed to the change. Mike Young and Tee Rowe discussed an error on the investment income account of \$10,000 representing fees and would be corrected by next report.

CEO Report: Tee reported that appropriations for the SBDC national program have passed with an annual budget amount of \$113M. Tee explained the state by state distribution of SBA federal funding and passed out a projection of funds allocated to each state. Tee indicated that the funding amounts for programs like DETA, portability, and other grants under the same appropriation. The SBA has been appropriated a \$10M supplemental stimulus funds and the Administrator is preparing a plan for use of funds. It is not clear if the SBDC will be part of the initiative.

Efforts continue to develop MOUs with USDA to include SBDC integrated into their mission. Bill Hade, Rural Development USDA, working with ASBDC to establish collaboration between each USDA State Directors and SBDCs, also working with the Department of Energy to determine a working relationship.

Tee mentioned that the Small Business Legislative Council had called to discuss the Toy Industry Associations and their interest that SBDCs provide training for their members regarding consumer product consumerism.

Tee discussed Alan Goldberg's web platform that delivers training such as Steven Covey. The Platform project proposes a revenue sharing aspect and has a base price to install and manage of \$36,000. A few questions remain regarding shared cost and charge to users. Tee will be research.

Tee discussed the SBDC authorization status and possible funding levels of \$124M to \$145M. Also discussed a potential \$10M stimulus supplemental targeted for SBDC job creation initiatives currently in the Senate as a Jobs Bill. Tee mentioned that the President's budget will be out early February and a \$113M recommendation by SBA should be marked.

The board discussed the SBDC supplemental left-over funds and the potential re-distribution of funds to the SBDC Network. No action required other than a constant vigil of OSBDC's intent to distribute.

Georgianna Parkin commented regarding the SBA Administrator contacting states soliciting help (funding) for MEP and also talking up International Trade at the National Association of Governors using the theme of leveraging resources.

Strategic Plan Update: The proposed survey to membership was discussed with no action taken by the board. Mike Young recommended that the fees question should be incorporated with the Strategic Plan Update survey and also pointed out the disproportionate share of dues paid by some members based on the current formula cap.

Action Plan Matrix Update: The board reviewed the action plan matrix and recommended updates and edits. Al Salgado took notes and will make changes. **No further action** was taken by the board.

2010 Budget Presentation: Mike Young discussed some re-alignment of budget line items, projected conference revenues and expenses. Motion was made by Brett Roger to accept the 2010 Budget, seconded by Jim King, voice vote taken and passed.

Guests Speakers: OSBDC- Antonio Doss, Jean Smith and Jean Holcombe.

Discussion items marked with action or no action required:

1. Discussion regarding potential policy changes regarding EDMIS definitions and data collection. No action required.
2. SBA Impact Study recommendations to administer after July 15th. No action required.
3. Antonio recommended a "Working Group" to work with OSBDC regarding the Impact survey questions and timing. **Action required** by Jerry Cartwright to establish the "Working Group" and notify Antonio Doss.
4. OSBDC/ASBDC Operation Committee working on "Fee for Service definition". **Action required:** the Operation Committee present decision to members at the Spring Meeting.

5. Antonio updated the board regarding OSBDC staff changes and assignments.
6. Antonio will explore funding mechanisms for redistributing Supplemental funds.
7. Other topics discussed: Reception with Karen Mills; SBA personnel at spring meeting; FTC discussions with SBA regarding Broadband initiatives; program announcement update; **No Action required** regarding discussion topics.

Motion to adjourn meeting at 3:00 pm to attend the reception with SBA Administrator Karen Mills was made by Al Salgado and seconded by Brett Rogers, voice vote taken and passed.

Wednesday 13th, meeting called to order by Chair Jerry Cartwright at 8:35 AM.

Discussion items:

1. Conference committee report submitted by Rod Hollenstine read and further comments provided by ASBDC staff.
2. Personnel Committee assignments: Georgianna Parkin, Chair; members- Becky Naugle, Hank Turner, Mike Myhre and Brett Rogers.
3. Mike Myhre recommended that conference training meet “core competency requirements and will discuss with Rod Hollenstine. **Action required.**

Guest Speakers:

1. Ted Berry, Morgan Stanley Smith Barney. Reviewed the ASBDC investment portfolio and reported a balance of \$1,002,583.
2. Don Cravins and Ami Sanchez: Senate Small Business Committee staff reported that the job stimulus bill currently at the Senate and may be out by late February. The Jobs Bill will focus on access to capital, exporting and contracting.

Jerry Cartwright assigned a team to respond to the Senate Small Business Committee request regarding the Jobs Bill and how the national SBDC network will respond to creating jobs as part of the bill. The team members are: Georgianna Parkin, Jim King, Marc King and Al Salgado. **Action required:** release impact data by each state to be used for the response to the Senate Small Business Committee. Al Salgado will call Jim Chrisman to apprise of action required and list of states using survey. Tee will e-mail all members to request permission for data release by Chrisman.

The Legislative Committee will conduct training at the Spring Meeting. **Action required.**

Motion to adjourn was made by Brett Rogers and seconded by Mike Young and passed by a voice vote at 12:00 pm.