



ASBDC Board of Directors  
Conference Call Minutes  
May 13, 2013

Chairman King called the meeting to order at 11:02 am Eastern Standard Time.

Board Members Present: Chairman Jim King; CEO Tee Rowe; Georgianna Parkin, Vice Chairman; Diane Howerton, Secretary; Mike Young; Treasurer, Jim Heckmann, Christian Conroy, Mark Petrilli, Allan Adams, Brett Rogers and Mary Peters.

Non-board members present: Doug Gurley, Gayle Kugler, Sherm Wilkinson, Bruce Strong, Adrianna Dawson.

Approval of April Minutes: The minutes were presented and there were some corrections and edits addressed. A motion was made by Mike Young to accept the minutes as corrected and seconded by Jim Heckmann. The minutes were approved.

Financial Report: Mike Young, Treasurer presented the financial report explaining this is a typical report at this time of year. When comparing years, the differences are usually the flow of sponsorship checks. In addition, now that SBA has confirmed the final SBDC allocation, the balance of the dues to the membership will be sent out later this month.

Jim Heckmann asked about the potential impact on the dues structure because of the sequester? Mike indicated this was factored into the budget. The larger states are not impacted but some of the smaller states will be. The totally impact is about 3%-4% less in dues, not at the 8% sequester rate.

President's Report/Legislative Update:

Tee discussed the letter of support to the House Appropriations Subcommittee on Financial Services that recommends a SBDC funding level of \$114.5 million. This program level has twice passed the House (in both the FY2012 and 2013 appropriations bills) with bipartisan majorities. Currently, there are 35 co-signatures and Tee would like to have 40 co-signatures by the close on Friday, May 17<sup>th</sup>.

Christian Conroy suggested that Tee send to the network an update on this letter of support advising the directors the letter is still open until Friday. Tee agreed to do so.

Jim King asked why some members are not signing? Tee said that some members just don't sign onto a budget request or the rationale is the appropriations deadline has passed. Tee said the Appropriations Committee members are aware this letter being circulated.

Tee expressed some concern about the possibility of a budget bill not being passed which would result in a CR. The budget bills between the Senate and the House are totally different and he is not sure on the direction from the Senate. He does state that we are in good shape regarding legislative support for the program.

Mike Young asked what actions we can take as an organization to try to send our message in a better way to influence appropriations. He suggested that during our June board meeting, we might need to be more aggressive - send more information from our clients to elected officials.

Jim King agreed along with the need to assess timing because of a new administrator being appointed in the near future.

Mark Petrilli asked about the timing of the 2014 Program Announcement. Jim King indicated to expect the release by May 15<sup>th</sup> as the time that Chancy said it would be out. Jim also stated that they were more accepting of the Association's requests, i.e., toning down some of the "must" to "should" language.

There was an additional discussion regarding the CR with Christian asking if there would be another 8% reduction. Tee stated that CR would affect \$112.5M of funding and the 8% taken from this number. Jim King suggested this become a point of discussion in June and one to include in our liaison calls. It was suggested that an email be sent to the Board framing this topic in order to be consistent on communicating with the liaison groups.

#### Old Business

##### Reserves

Tee has some preliminary numbers and he is looking at the monthly expenses to determine a base amount. He said a skeleton ASBDC staff would be approximately \$4,000 a month. His estimate for legislative retainers is \$30,000 - \$40,000 a month.

##### Data Collection

Tee is receiving more reports and he requested everyone to follow-up on their liaison calls. Mary Peters asked about the timing, quarterly or annual. Tee requests this information every time an EDMIS report is generated which is on a quarterly basis to send to him the Congressional impact report.

Regarding the EDMIS overhaul, there are genuine concerns that SBA wants all training attendees captured as potential clients.

Resolution: The Board adopted a resolution that it is extremely important to maintain high standards on documenting and delineating the types of client activity. Therefore, training attendees should not be classified in the same manner as clients. A motion to accept the above Resolution was made by Jim Heckmann and seconded by Mark Petrilli. The Board unanimously approved the Resolution and Motion.

#### New Business

Jim King commended Jody Keenan's quote when she confronted SBA on their sequester. This took a lot of confidence and fortitude on her part.

Tee said the La Idea from the State Department is back on the table with the Agency still trying to solve how to make this work.

In order to strengthen relationships on the Hill, Christian suggested a photo op be scheduled while we are in DC for the June meetings. Tee indicated this could be difficult for a larger number of legislators but possibly for some of the more senior members. Tee will check on this.

Tee addressed the question, "What should be the parameters/criteria we use to determine what we as an Association advocate in favor of at any level? Tee's rule of thumb is to determine the mutual areas of interest and if the idea/concept is favorable for the SBDC.

A Motion to adjourn the meeting was made by Brett Rogers and seconded by Mark Petrilli.

#### Motions and Action Items from the Board Meeting

##### I. President's Report/Legislative Issues:

###### ACTION Item:

Tee send to the network an update on the letter to the Appropriations Committee on SBDC support advising the directors the letter is still open until Friday and to encourage them to have their legislators sign.

##### II. Old Business

###### EDMIS

Resolution: The Board adopted a resolution that it is extremely important to maintain high standards on documenting and delineating the types of client activity. Therefore, training attendees should not be classified in the same manner as clients. A motion to accept the above Resolution was made by Jim Heckmann and seconded by Mark Petrilli. The Board unanimously approved the Resolution and Motion.

###### ACTION Item:

Tee will check on the possibility of a photo op with some legislators during the June Board meetings.

Note: woven throughout the minutes, there were potential discussion points for the June Board meeting.

Meeting adjourned at 12:11 pm, EST.