



BOARD OF DIRECTORS

MEETING MINUTES

August 20, 2018

*Supporting the Success of its
Members – America’s SBDCs*

OUR SHARED MISSION

Deliver high-quality, professional business advice, education, and information that generates meaningful results.

OUR SHARED VISION

America’s SBDCs are highly valued for driving economic prosperity.

ASBDC’S PURPOSE

To support the success of its members.

BOARD OF DIRECTORS OBJECTIVE

To establish the Association’s mission, vision, strategic direction, approve the Association’s budget and operations plan, and appoint and evaluate the performance of the Association’s President, including setting compensation.

The meeting was hosted on WEBEX.

CALL TO ORDER ROLL CALL

The Chairman called the ASBDC Board of Directors meeting to order at 3:00 p.m.
The Secretary completed the Board of Director roll call; quorum present.

PRESENT	BOARD MEMBER	NOT PRESENT
	Michele Abraham (South Carolina)	✓
✓	Allan Adams (Georgia)	
	Vacant	
✓	Bill Cummins (Alabama)	
✓	Jennifer Deamud (Michigan)	
✓	Mark Langford (Texas)	
✓	Michael Myhre (Florida)	
✓	Greg Panichello (Kansas)	
✓	Linda Rossi (Vermont)	
✓	Lisa Shimkat (Iowa)	
✓	Tee Rowe, America’s SBDC	

Mike began the meeting with a review of the status of action items.

*Tee sent out the do's and don'ts email with regard to congressional engagement and those running for office.

*Tee and Christian have revised the Scope of Work for the consulting position and he will be presenting at the September meeting.

*Liaisons will continue to recruit conference committee members.

*Jennifer gave an update on the international trade list that 252 individuals across ASBDC have signed on to the master spreadsheet. 47% NASBITE, 53% SBA intermediate certified. Twenty-two programs have not responded yet.

*Jennifer sent out an email on 8/10 to State Directors to promote interest sections at conference.

*Tee and Michele are working on talking points for the Host summit.

APPROVAL OF THE MINUTES – Meeting minutes of the July 16 BoD meeting were sent out by e-mail. Linda asked for a motion to approve them as presented. Motion to approve from Lisa, with a second from Mike. The Board voted unanimously to approve.

BOARD ELECTION UPDATES – Allan and Linda gave an update that Donna sent out the slate of candidates for the Board to the membership on July 24th. Folks should review those to be familiar with candidates in advance of the vote during the membership meeting on Tues, Sept 4th. We have six nominees for the 2-year State Director term, and three for the 1-year SD term. We'll have the vote early on 9/4 as one of the first orders of business. There will be one ballot per network, starting with the 2-year terms first, followed by the vote for the 1-year term. As the meeting is not telecast, members must be in person to vote. No common member can hold more than 3 proxies. Mike reviewed the names of the nominees. Also, with Jennifer as the only individual nominated for the ASD working group chair, she will continue to represent this group on the board, and we will formally announce it at the meeting.

PRESIDENT'S REPORT Tee provided an update as follows.

Conference is the focus right now for the ASBDC staff.

Legislative: House is pushing a funding FY'19 level at \$132.6 million. He's hoping the Senate will accept that number also. Two bills have been passed, one on shared ownership which builds on existing authority in the Small Business Act and a Cyber bill was signed about a week ago and establishes a small role for SBDCs.

ACTION: Tee will send summary on these.

He is working with the Agency on the performance metrics, and the changes from a Program Announcement to Funding Opportunity. With no negotiation per se this year, he is looking to include that back into the "Funding Opportunity" as it is a statutory requirement. Allen Gutierrez will come to Board meeting, and to the Membership meeting. Tee is still waiting on a confirmation of the Administrator's participation.

Tee met with Christian to go over a basic contract and position description for the role we have previously discussed and approved. He also had an excellent discussion with Mark Delisle and Jody Keenan, regarding Accreditation coordination with the new SBA goals.

CHAIRMAN'S REPORT

The annual Economic Impact Assessment has been completed. Beth Melnik has been leading the charge, helping with project management and will give a brief presentation to the membership in September, along with some learning lessons. Dr. Chrisman is working on the national assessment.

The national response rate was 8.7% with 23,403 responses and a population of 268,773.

Since the last meeting, Christian Conroy has sketched out actual services that would be provided and available to members. Mike gave an overview of how this leadership and program development focus would supplement other types of leadership activity that is taking place at conference and through regional round tables.

He provided the description:

Professional guidance, mentorship, and national best practices models to help programs strengthen processes to support performance and secure funding.

Christian joined the call and gave some additional insight and information around the services and process for working with him. He envisions this similar to what we do on a daily basis for our clients; meet the unique needs & circumstances with customized support. This is scheduled to begin around mid-October. Christian will be at the membership meeting, attending the leadership round tables and doing a workshop session at conference.

Mike then provided an overview of funding levels and asks. He talked about our relationship with SBA and where we are at with regard to goals. He showed slides that included the timeline from October 2017 to present, along with the Board's recommendations to SBA, and new SBA national goals for FY2019.

Mike shared what he heard with regard to the definitions, and where the issues are on allocation of goals and goal methodology; he gave examples of real-life client situations to illustrate these issues. Then, he asked board members if they heard anything different.

Some discussion by board members and non-members around concerns including training attendees signing a 641. Many feel they will approach FY2019 goals through counseling alone (rather than including training attendees) and not change the way they fundamentally do things. Other implementation concerns were raised as well as the challenge for our CMS vendors to adapt to SBA changes. ACTION: Lisa recommended a task force for us to assess and communicate these problems throughout implementation. Mike and others agreed.

TREASURER'S REPORT

Lisa shared that accounts receivable is larger than normal due to sponsorships pledged and registrations still coming in for conference. We will be keeping an eye on this closely over the next two months to make sure that we maintain a positive cash flow as we move through conference and regular monthly expenditures. Cash position is good at the end of July. Members had asked her to provide information on our reserves and they are as follows:

Strategic Reserve balance - \$1,592,185
Operational Reserve balance - \$994,915

Y/E 2017
Strategic Reserve balance - \$1,589,445
Operational Reserve balance - \$1,004,040

BOARD LIAISON ENGAGEMENT UPDATES

BOARD COMMITTEE REPORTS

NEW BUSINESS – Mike is working on the annual “State of the Network” survey to go out.

OLD BUSINESS – Host Summit. A review of the agenda for Thursday, September 6th.

NON-BOARD MEMBER TOPICS – None.

Mike reviewed the important leadership sessions during Conference week and the draft agenda for the membership meeting on September 4th.

MOTION TO ADJOURN: By Lisa with a second from Allan. Meeting adjourned at 4:35 p.m.

NEXT BOARD MEETINGS:

Sept 3, 2018 (Washington, D.C.)

Oct 15, 2018 (Web-Ex 3:00 p.m. EST)

Nov 14-16, 2018 (Washington, D.C.)

Dec 17, 2018 (Web-Ex 3:00 p.m. EST)