

# FOUNDATION -----FOR----- SMALL BUSINESS DEVELOPMENT

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Meeting called to order by Chairman, Tee Rowe, at 2.11pm, EST.

Present on Call: Tee Rowe, Andrew Sherman, Jerry Cartwright, Mary Lynn Wilkerson, Marc King, Mike Hottel, Jim King & Laurie Rains.

Not present on Call: Al Salgado  
Votes held: 4 (in red)

## NOTES

### **Opening**

General Introductions board members and Mike Hottel. Mike is a CPA and Assurance Partner with BDO, USA, LLP and has been invited to join the FSBD BOD. Mike works extensively on issues relating to IPOs, debt and equity financing, variable interest entities, and other complex transactions.

### **Minutes**

Motion by Jerry Cartwright to approve minutes from 22 March 2012 FSBD BOD Meeting.

Second to motion by Mary Lynn Wilkerson.

Result: Passed, no dissention

### **Chairman's Report & Financials.**

Foundation assets: \$403,452.

Foundation liabilities: \$14,797.

The assets were received from Citi Foundation and Citi Community Development Corporation to launch a program providing support to small minority- and women-owned businesses. An estimated 34K is still to come from Citi for the program. That transfer of funds has begun. Citi has teamed with the FSBD to launch the Partnership for Small Business "grow your business" training program. The program is an intense, 2-day, 16-hour training session that will be offered in Chicago (August 9 & 10), Ft. Lauderdale (August 23 & 24), Las Vegas (October 18 & 19), Dallas (November 8 & 9) and eventually New York City (Date TBA) to Safeguard Property, Inc. contractors and subcontractors. Training contains workshops on marketing and Sales, Human Resources, Money Management and Financing Options and Growth. The trainings will be conducted by SBDC personnel and the curriculum was created, with SBDC trainer input, by Rhonda Abrams. Event dates are confirmed. Brett Thibodeau (FSBD Program Manager) is working on logistics. The Cleveland workshop trainings were cancelled due to Safeguard being unable to run the training sessions parallel to their national contractor conference.

Andrew: How does this project fit into the strategic plan of the FSBD? Do we want more of these types of initiatives?

Tee: Described Citi training and education program plan in more detail and stated we would like to seek core sponsors wanting to work with the SBDCs. Example offered: BP discussions regarding potential targeted program in Gulf States. Discussed Laurie's meeting w/Xerox on their interest in working with the Foundation. No clear projects or funding discussed. Stated his desire to leverage our expertise in helping corporations meet their community responsibilities.  
Andrew: In agreement. Stated need for updated, fresh, strategic planning goals and objectives.  
Tee: Draft of strategic plan and other docs to follow. Requested board review governance document prior to next BOD meeting.

Discussion to appoint 4 new board members: Jim King, Mike Hottel, Kim Kindschi and Andrew Sherman. Mike will serve as the BOD Treasurer.

**Motion by Mary Lynn Wilkerson to accept Tee Rowe's suggested four new board members.**

**Second to motion by Jerry Cartwright.**

**Result: Passed, no dissention.**

Tee's request to appoint Laurie Rains, VP of ASBDC Government Relations and head of daily activities for the FSBD, to the position of Secretary on the FSBD BOD. Laurie will not be a member of the BOD.

Andrew: Comments in agreement with Tee's that the Secretary should not be a member of the BOD, but specifically involved in BOD management and activities of the Foundation.

**Motion by Jerry Cartwright to accept Tee Rowe's suggestion to add Laurie Rains as BOD Secretary.**

**Second to motion by Mary Lynn Wilkerson.**

**Result: Passed, no dissention.**

### **New Projects.**

Foundation approached by Duct Tape Marketing wanting to supply software to ASBDC network in exchange for one ASBDC conference sponsorship. Tee working with DTM to see if the donation can be worked differently as the Foundation and the Association are separate and the suggested donation is not possible.

Andrew: Strong agreement that the Foundation needs to watch donations with a quid-pro-quo expectation. The donors motives need to be clear and there should be no conflicts. The sincerity of the donation is quite important.

BOD: Multiple members agreed. Discussion held about particular companies (Walmart) and issues that have opportunities (Veterans).

Mary Lynn Wilkerson suggested that we send a membership survey to the ASBDC asking their top 3 priorities or interests for the Foundation. All agreed.

### **Meetings.**

Future meetings are planned for the 2<sup>nd</sup> Thursday of the month @ 2pm, EST as long as it works for the 9 board members. These meetings will take place by conference call.

Future face-to-face meetings will be conducted on June 11, 2012 in Washington, DC, and at the Fall ASBDC Conference in New Orleans. Meetings will take place annually during the Fall and Spring meetings of the Association and at any other time the Bod deems necessary.

**Motion to Adjourn.**

**Called by Jerry Cartwright and seconded by Jim King.**

**Accepted by all.**

2:42pm.