

Call to Order

A meeting of the NASBITE Board of Governors was called to order at 11:00 a.m. Eastern on July 31, 2019 by President Leroy Lowe.

Roll Call & Confirmation of Quorum

Kathy DeMarco, Executive Director, performed a roll call to establish attendance. A quorum for the purpose of voting was established. The following were in attendance:

Kemi Arosanyin
Jeanette Benson
Aleda Bourassa
Amy Coon
Dimy Doresca
Jim Foley
Colette Hart
Robert Imbriani
Maurice Kogon
Deborah Lanford
Leroy Lowe

Tammy Marquez-Oldham
Jackie Rasmussen
Chris Schrage
Mike Seibert
Gabriel Shweiri
Elizabeth Smith
Joyce Steffan
Aerek Stephens
Stephen Sullivan
Caroline Tompkins

Also in attendance:

Kathleen DeMarco, CAE, Executive Director
Laurie Wolff, Distinguished Fellow

Management Reports

- The CGBP Exam Registration report, provided in advance of the meeting, was reviewed by the Executive Director. It was noted that certification is down 25% but several initiatives including the Student Pathway program are underway to increase the number of certification applications.
- The Membership & Recertification report, provided in advance of the meeting, was reviewed by the Executive Director. Future reports will provide data on new CGBPs who also purchase NASBITE Membership.
- The Financial Metrics Report, provided in advance of meeting, was reviewed by the Executive Director.
- Kathy DeMarco reported that two policies are in force for risk management:
 - General Liability coverage, renewed on August 1, 2019 for one year
 - Directors' and Officers' liability coverage, renewed on August 1, 2019 for two years
 - Policy information may be found on the Board Resources web page

2019-2020 Proposed Budget Review & Approval

- Mike Seibert and Kathy DeMarco presented and reviewed the 2019-2020 final budget proposal, as provided in advance to the Board.
- **Moved, seconded and carried** to establish a team registration fee of \$850 for the 2020 Student Case Competition.
- The Board supports the purchase of Conference Cancellation Insurance for the 2020 Annual Conference with an estimated cost of \$250.
- **Moved, seconded and carried** to approve the 2019-2020 proposed budget with budgeted revenues of \$292,464, budgeted expenses of \$262,898 and budgeted net revenue of \$29,566.

Student Pathway Initiative: Student Ambassador Program

- Leroy Lowe presented a proposal for a Student Ambassador program to support the Student Pathway initiative, as described in a proposal that was provided to the Board in advance of the meeting.
- **Moved, seconded and carried** to waive the \$75 Student Pathway fee for one Ambassador per Educational Partner institution and to waive the \$195 Student Pathway CGBP examination fee for Ambassadors who recruit five or more new Student Pathway members from the same institution in one academic year.

CGBP Corporate Pathway Program/National DEC Trade Passport Program

- Leroy Lowe updated the Board regarding the development of a CGBP corporate pathway as approved by the Board in April 2019 and outlined the terms of a draft MOU with the National Association of District Export Councils (NADEC). The MOU provides for a bundled group of benefits to be promoted to and sold to its members by NADEC, as follows:
 - A Complete 4 Domain Study Pack
 - A 20% Discount on MindEdge CGBP Exam Prep Study Modules
 - Access to the CGBP Practice Exam
 - CGBP Exam Registration
- NADEC will promote this pathway to the CGBP credential to its members (there are 63 DECs with over 2,000 corporate clients) at \$395 per participant. NADEC will identify interested and eligible companies via the DEC network; DEC members and nominated companies that are interested will pay on the DEC website and an aggregated list will be sent monthly to NASBITE. NASBITE will invoice NADEC monthly, based on the number of participants submitted each month, at \$295 per participant. In addition, NADEC educational activities will be submitted for preapproval by NASBITE for CEU credits; NASBITE and NADEC agree to reciprocal cross-conference promotion; and NADEC will act as a National Small Business Exporter Summit supporting organization at no cost to NADEC.
- Finalization of the MOU is anticipated in August; updates will be provided to the Board in September.

Adjourn

A motion was made, seconded and carried to adjourn the meeting of the NASBITE Board of Governors.

Respectfully submitted,



Kathleen A. DeMarco, CAE
Executive Director