

Call to Order

A meeting of the NASBITE Board of Governors was called to order at 2:30 p.m. EST 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:

Leroy Lowe, President	Maurice Kogon
Jackie Rasmussen, Vice President	Deborah Lanford
Tammy Marquez-Oldham, Immediate Past President	Chris Schrage
Kemi Arosanyin	Gabriel Shweiri
Aleda Bourassa	Joyce Steffan
Amy Coon	Aerek Stephens, Ex-Officio (EXIM Bank)
Dimy Doresca	Steve Sullivan, Ex-Officio (SBA)
Colette Hart	Caroline Thompkins, Ex-Officio (FITT)
Robert Imbriani	

Also in attendance:

Kathleen DeMarco, CAE, Executive Director
Laura Wolff, NASBITE Distinguished Fellow

Review of Conference/Summit Cancellation Decision

- Leroy Lowe, President, reviewed the decision made by email vote of the Board on March 12, 2020 to cancel the onsite activities for the 2020 National Small Business Exporter Summit and the 2020 Annual Conference and related pre-conference activities.
- Leroy reported that in the contract with the Graduate Hotel in Annapolis, there is a “force majeure” clause which states that should either party find it impossible to fulfill obligations due to circumstances beyond their control, the contract can be cancelled without liability. He also reported that staff has found the hotel to be very amenable to working with NASBITE regarding its decision to cancel the onsite activities.
- The Board discussed questions relating to refunds for registration fees already paid and the potential for rescheduling the 2020 events to later in the year. It was agreed that the pandemic may not yet be resolved by fall 2020 and rescheduling may be risky.
- The Board reached consensus to present content from the 2020 Summit and Conference in a virtual format. Teams were formed to consider details relating to the following, and to report back to the Board at a meeting to be scheduled on March 19, 2020:
 - Conference keynotes, sessions, Awards program, Case Competition, Sponsorships (led by Kathy)
 - Summit (led by Jackie)
 - Pre-Conference events – Workshop, Boot Camps (led by Leroy)

**NASBITE International
Board of Governors Meeting Minutes
March 13, 2020
Teleconference Meeting**

Next Board of Governors Meeting

- The Board will meeting on March 19, 2020 at 11:00 am to review information gathered on the above and make decisions on deployment of the Summit and Conference activities.

Adjourn

- Moved, seconded and carried to adjourn the meeting.