

SUSTAINABLE REMEDIATION FORUM

BOARD OF TRUSTEES MEETING SUMMARY

April 26, 2013

- New Additions to Agenda
- Approve previous meeting minutes
- SURF 23 – Planning Update
- SURF24/SURF 25 look ahead
- Treasurer's Report
- USEPA and SURF membership feedback on ISO engagement/ISO discussion
- Contracts for Mike/Kathy
- Update on Academic Initiative Group Status
- Definition of sustainable remediation
- Committee reports
 - Meetings
 - Finance
 - Technical Initiatives
 - Communications/Outreach
 - Membership
 - Nominations
- Other business
 - US: new developments, policies, or conferences
 - International: new developments, policies, or conferences
- Vote on Travel Request – Nick Garson

Attendees:

Nick Garson, President	✓	Rick Wice, at-large Trustee	
Angela Fisher, Vice-President	✓	Stewart Abrams, at-large Trustee	✓
Karina Tipton, Secretary	✓	Buddy Bealer, at-large Trustee	
Grant Geckeler, Treasurer		Jake Torrens, at-large Trustee	
Karin Holland, Past President (non-voting attendee)		Amanda McNally, at-large Trustee	✓
Mike Rominger	✓	Kathy Adams	

Meeting called to order at 1:03 ET. Quorum not confirmed but regular discussions to be held.

- No additions to the agenda
- SURF 23 – Planning Update. Costs coming in at approximately \$5000. Food court will be available for use, which will save on food costs. Mike R also went back to Chicago Kent to see if they will be available (as a backup) and will let us know the results. Speaker progress: in good shape and have been confirmed.
 - Speaker: Sylvia Hood Washington is willing to speak pro bono, but in order to do so would need to receive the payment then donate it pro bono. Karyllan has evaluated and

legally, this is acceptable. Contract would specify that the donation would be made. Nick will ask Karyllan to finalize contract language and distribute to board for vote next meeting.

- Board requested to solicit sponsorships for SURF23 and SURF24. Will vote on when we have a quorum.
- SURF24/SURF 25 look ahead
 - SURF24 – Stephanie on point for Houston. Nothing on paper yet as far as agenda. Can have something in two weeks.
 - SURF25 – Would like to have planning initiated ASAP, to avoid any delays due to the holiday. Target June for initiation of these discussions. Suggestions for areas entertained.
- Newsletter: Amanda/Karina to ask Dave Ellis If he is OK with a memorandum. Also, Dan Watts “thank you” piece – best to come from Stephanie and/or Dave.
- Update on Academic Initiative Group Status – Rick not present.
 - Discussion re: new student chapter lead. How has this been transitioned in the past? Question re: should we advertise with the membership? Board feels this might be a good way to get new people involved. Nick will speak with Rick and Stephanie to ask to come up with a description of the engagement opportunity. This role would help student chapters develop and interface, and to coordinate between the larger SURF membership. Other groups may need more help, such as Stew’s research initiative. Stew will prepare a description for the co-chair position and committee members.
- Org Chart review: SRRI has been removed. The Research Support (Stew Abrams) present under working groups and technical initiatives but will be solely a TI. There is an engagement opportunity under “Membership.” Jake would be the right person to create a description of the engagement opportunity.
- AWMA webinars – there is a profit sharing agreement in place for the profits or losses from a webinar, workshop, or conference. FYI to the board and treasurer.
- Definition of sustainable remediation – summary of the cards passed out at SURF22. Related to the definition: the SURF white paper included a definition (2009) and, based on feedback, several alternatives were developed. The thought is that SURF should publish a definition on the website and utilize this definition moving forward. Angela and Buddy have prepared several different types of definitions which the board have reviewed. Angela and Buddy will work together to refine definition for next week.

QUORUM Confirmed.

- Committee reports – refer to 6-panels
 - Academic Outreach Initiative slide – Many objectives are focused on student chapters, which is a working group. The objectives should be higher level. Examples may be curricula, engagement opportunities.
 1. The Academic Outreach 6-panel is very broad, and includes too much information. This is an indication that the objectives and tasks should be broken into separate 6-panels related to the education and student chapters working groups. Nick is going to ask Stephanie and Rick to work with the AOI group on this.
 - Technical Initiative – no update since 3/2013.
 - No other 6-panels received from committees/working groups/initiatives.

- Review of student chapter info located on the website: The student chapters are a place where we need the right person to support them and to report back to the membership on their activities. CSU and UIll-Chicago have each submitted an article to the newsletter.
- Review of Government Outreach from 3/2013.
- Karina to continue to follow up with the 6-panels. She may need to remind leads what the purpose is of these 6-panels are.
 1. Agenda
 2. Deliverable tracking tool and goal setting/objective reaching tool.
 3. Outreach to membership – get new volunteers
 4. To inform the board.
 5. Help SURF with financial planning
- NEXT MEETING: Need to understand how much money is available and how we should allocate. Includes: student chapter support, travel support, etc. Need to formalize grant opportunities, goals, and income sources. Financial team should come up with an investment strategy. Grant should advertise for a finance team.
- Meeting Minutes: motion to approve and **unanimously approved**.
- Revisit SURF23 and SURF24: Move that SURF 23 and 24 Planning teams are authorized to solicit sponsorships to offset meeting costs. **Unanimously approved.**
- SURF name discussion. Question on how to officially refer to SURF. Our name officially is “SURF, not SURF US. Board agrees that we are officially “SURF” and are ok being referred to as “SURF US” for clarification purposes.
- Presentations – Maile and Jake should review presentations prior to their use so they can check for consistency. Templates are available to draw from online.
- Amanda discussed briefly the web content section of the newsletter, and a call for review of the 6-panels will be included. Karina to supply text.
- Other business
 - US: new developments, policies, or conferences
 - International: new developments, policies, or conferences

Next board meeting will be held on May 10th.

Motion to adjourn the meeting – unanimously approved.

The preceding represents the author's interpretation of the items discussed at the meeting.

Please contact me with any discrepancies, changes, or clarifications in writing for inclusion in the record.

Respectfully submitted by,

Karina J. Tipton, Secretary