

## SUSTAINABLE REMEDIATION FORUM

### BOARD OF TRUSTEES MEETING SUMMARY

November 21, 2013

- Approve previous meeting minutes
- New Additions to Agenda
- SURF 24 / November Webinar – Recap/discussion
- SURF 25 Planning Update
- Newsletter Content
- New Suggestion: SURF Awards
- Strategic Plan – Partnerships with other Organizations
- Update on Nominations Process
- Committee reports – (no 6-panels received)
- Other business
  - US: new developments, policies, or conferences
  - International: new developments, policies, or conferences

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	✓

Discussion to report back on the National Academy of Sciences presentation by Nick and Buddy.

Meeting called to order at 1:05 ET. Quorum confirmed.

- DOD and National Labs conversation
- SURF 24 / November Webinar – Recap/discussion. Some comments received, including one that some presentations made on company logoed powerpoints, creating an appearance of company preference. Currently sponsors are allowed to use the SURF logo, and Board should evaluate if SURF would like to enforce presentation templates for internal presentations. Nick is going to discuss this with the concerned individual. Also, discussion on how the presentations are vetted to ensure they are communicating the mission of SURF. Timeframes prior to the meeting could be defined in order to avoid any last minute problems. Survey to be set up and sent by Jake, who requests questions.
- Meeting minutes – November 7, 2013. Motion to approve seconded and **unanimously approved**.

- SURF 25 Planning Update – GA Tech under pursuit (Atlanta) but not yet confirmed. Parsons has volunteered to host SURF 25 during first week of February in their Pasadena office. Plan now for Wednesday 2/5 noon to Friday 2/7 noon. Room is constrained to 60 but additional overflow/breakout rooms are available. Venue and parking is free, and is nearby metro and airports. On-site refreshments would ideally be supported by sponsors. Theme is still in progress. Meetings Committee has developed a schedule of meetings to follow prior to the meeting. Nick would like a full board meeting. Once the theme is decided. A call for presentations via the newsletter would be helpful.
- Newsletter Content – Gerlinde is preparing the newsletter and would like input by 12/6 to publish in January. SURF24 is a suggestion, Nomination Article has been prepared, SRT and SiteWise availability, RSS feed how/to, update on SURF25, Student Chapters, Water Reuse paper article, awardees.
  - SRT and SiteWise hosting – Jake is going to work with Carol to see how we can update the membership to show links/update the ability to download from SURF.
  - RSS capabilities – currently the feed is available to add manually but doesn't seem to come up in a search. Jake is going to drill down into this.
  - LinkedIn – Jake has been using LinkedIn more and has noticed more people are following him through this platform.
  - Website discussion – currently is very much geared towards who SURF is, and not towards what SURF does.
  - Rick can reach out to Student Chapters and ask if they could provide a summary of current activities.

*Amanda left the meeting*

- New Suggestion: SURF Awards. This would be a way of recognizing and involving individuals based on career accomplishments or contributions to the industry. Suggestion to kick this off and use the annual meeting (February) as the forum for awarding people. Some could be: contributions to the industry, best approach or application, and contributions to SURF.
- Need to have a check in on mission and long term goals, and develop longer-term 5-year plan. This could be held in an upcoming board call, or a separate meeting. Determined to discuss during 2<sup>nd</sup> hour of next board call.
- Committee reports – (no 6-panels received)
  - TI committee – Water paper complete. Next year and moving forward, we are focusing on case studies and social aspect groups. Possibility of having some very short initiatives developed to give members a chance to participate without long-term commitment.
  - CSI – case studies initiative. Plan to partner with NICOLE. Currently determining structure of case studies so they are a searchable library of resources. After this is determined, the members will need to contribute to the library.
  - SRI – currently evaluating how to expand into collaboration with DOD and federal government
- Partnerships with other organizations – should be discussed during strategic planning. Some include AEHS, Pollinator Project, Job Corps, etc.
- Other business
  - US: new developments, policies, or conferences
  - International: new developments, policies, or conferences

- Nick will provide international SURF newsletter. This could also go into the newsletter.

**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