

SUSTAINABLE REMEDIATION FORUM BOARD MEETING MINUTES

Meeting Reminder: SURF meetings are **not** a time for marketing and/or conducting business

Attendees:

Date:	1/23/2020
Meeting called to order:	12:05 PM
Meeting adjourned:	12:45 PM

Matt Ambrusch, 2019-2021 President **Yes**
 Betsy Collins, 2019-2021 Vice-President **Yes**
 Cathy Rockwell, 2019-21 Secretary **No**
 Jason McNew, 2018-19 Treasurer **Yes**
 Lynn Tucker, 2018-19 at-large Trustee **No**
 Roy Thun, 2019-20 at-large Trustee **Yes**
~~Tom Potter, 2019-20 at-large Trustee~~ **retired/ no longer serving on board**
 Emerald Erickson, 2019 at-large Trustee **Yes**
 Kyle Waldron, 2019-20 at-large Trustee **Yes**
 Kathy Adams **No**
 Gerlinde Wolf - past President **No**

Quorum:	yes
Approve meeting minutes from:	1/9/2020
Motion to approve made by:	Matt
Second made by:	Emerald
All in favor:	6
Opposed:	0
Approved:	yes

New Items to the Agenda:	Name	Topic	Current Status/ Update/ Notes
Elections	Kathy/ Cathy		19 voted thus far, runs until Monday
Linked In	Betsy/ Jason		Jason has been looking into SURF Linked In with Maile. She has given several board members administrative rights. There is a SURF Company Page and there is a SURF group page. The group page has basically turned into a marketing platform and Maile has to constantly remind people and block them when necessary. Discussions ongoing about whether we actually want that group to continue with SURFs name or at all. Team agreed to remove SURF name but keep group open if possible.
SuRF UK Annex 1 update	Roy		Discussion of SuRF UK Annex 1 draft document - updated draft and summary sent to board on 1/17 Roy to send feedback next week to Surf UK / Board agreed that SURF US would endorse the document and provide access to the document on SURF website, once available
CT LEP credits	Kyle		No update; plan to meet this month. CT LEP credit issue noted during fall conference. Discussed reaching out to CT LEEP to discuss credits for next conference. Kyle to set up call with Jason and Cathy to start process. Brenna provided name of Kim Maiorano at CT DEEP for CT LEP approval process.
Webinars	Kyle/ Betsy		Next one scheduled for Feb 27 / Two additional topics tentatively lined up for Spring and Summer 2020
AEHS Conference	Matt	Spring 2020	Provide any ideas you may have for the membership meeting - agenda is being developed shortly / International involvement and updates, reminder that an introduction to SURF should be made at the beginning of the meeting for new/prospective members
Case Study	Kyle/ Roy/ Emerald	Case Study	Betsy volunteered to draft a new case study (email 1/16) / Sue Dugas should have a draft case study completed shortly - can discuss how the template may be updated to make more user and reader friendly
Open member meeting	Matt/ Betsy	Quarterly	Discussed quarterly open meeting for members only. Need to get agenda/ plan and schedule. Consider scheduling after SURF in person meetings - Q2? Kathy suggested Matt/ Betsy reaching out to Mike Smiley for contribution in setting this up. Matt and Betsy to discuss and develop proposed plan. Want to have something scheduled and a rough outline for the upcoming membership meeting
Recurring Updates:			
Responsible Person	Update (Y/N)	Topic	Current Status
Cathy/ Jason	Y	Membership	Renewals ongoing at this time
Jason	Y	Sponsorship	Received Langan (G), Woodard (G), BSI (B) so far.