

## SUSTAINABLE REMEDIATION FORUM BOARD MEETING MINUTES

### Attendees:

Date:	3/5/2020
Meeting called to order:	12:07 PM
Meeting adjourned:	12:36 PM

Matt Ambrusch, 2019-2021 President Yes  
 Betsy Collins, 2019-2021 Vice-President Yes  
 Cathy Rockwell, 2019-21 Secretary Yes  
 Jason McNew, 2020-22 Treasurer Yes  
 Roy Thun, 2019-20 at-large Trustee Yes  
 Kyle Waldron, 2019-20 at-large Trustee Yes  
 Emerald Erickson, 2020-22 at-large Trustee Yes  
 Kristen Thornton, 2020-22 at-large Trustee Yes  
 Gerlinde Wolf, 2020 at-large Trustee Yes  
 Kathy Adams Yes

Quorum:	yes
Approve meeting minutes from:	02/20/20
Motion to approve made by:	Matt
Second made by:	Betsy
All in favor:	Yes
Opposed:	none
Approved:	Yes

New Items to the Agenda:	Name	Topic	Current Status/ Update/ Notes
AEHS Conference	Matt / Kathy	Spring 2020	<p>Discussed travel restrictions for board members and their companies given coronavirus status. SURF panel has been confirmed. Gary (Burns &amp; McDonnell), Natasha (Chevron). Still getting responses for membership dinner and meeting. <b>Matt to send another email end of this week for dinner and meeting registration. Kathy to update the final agenda and send to Cathy R (post on website) and Matt (for email). Matt to send Kathy list of panelists and affiliation to finalize.</b> Roy to talk for approx. 15 minutes on SURF international.</p> <p>Kathy asked if ok to plug ITRC Sustainable resilient remediation team - one slide during meeting. Matt and Cathy agreed.</p> <p><b>Jason to ship out booth boxes to San Diego for March 16 to hotel (new business cards and ribbons). Emerald to send updated flyers to Matt week before conference.</b></p>
ITRC - GSR team	Barbara / Kathy	Status update	
Webinars	Kyle/ Betsy		<p>Matt mentioned an email he saw that promoted the recent SURF webinar. Others had not seen it.</p> <p>Discussed getting it published in clu-in email/ outlet. Matt had sent out a couple emails without response in the past. <b>Suggested trying again, looping Paul in with his connections.</b></p> <p>Webinar went well, recording is posted to YouTube, working on pdhs through Jacobs. Next 2 ideas/presenters lined up, just need to focus on dates.</p>
SURF PDHs	Betsy		Ongoing
Case Study	Kyle/ Roy/ Emerald	Case Study	<p>Matt nor Kyle have heard back from Sue. Rob (solar SVE) can step in if need be (via Kyle). Kyle has another one as well. Matt will encourage presenters at AEHS to pull together case studies and can lead to a future webinar if interested.</p> <p>consider an updated template, discussed one page PowerPoint as an option like Paul F had shown at ITRC</p>
Open member meeting	Matt/ Betsy	Quarterly	<p>Test out - do one in April and figure out frequency after that, see how many folks participate.</p> <p>Discussed April 16th and getting the date/ message out during SURF meeting in March - asking members/ sponsors for input for content/ agenda. <b>Matt to include a save the date at the bottom of this week's email. Then follow-up with a more formal invite (including calendar invite with WebEx info). Kathy to add note on agenda with date/ time.</b></p>
Update email system	Gerlinde		<p>Gerlinde planning to transition email list from email chimp. We have a general email mailing list and member list. <b>Gerlinde to look at costs for shifting over to just Club Express - compare cost with MailChimp.</b> Goal to prevent the individual member addition manually back in Mail Chimp. If so, then she would transfer Mail Chimp emails to Club Express.</p>