

SUSTAINABLE REMEDIATION FORUM BOARD MEETING MINUTES

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

Date:	10/1/2020
Meeting called to order:	12:04:00 PM EST
Meeting adjourned:	1:00 PM EST

Quorum:	Yes
Approve meeting minutes from:	09/17/20
Motion to approve made by:	Matt
Second made by:	Betsy
All in favor:	yes
Opposed:	none
Approved:	yes

Attendees:

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, 2019-21 at-large Trustee No (vacation)
 Kyle Waldron, 2019-21 at-large Trustee Yes
 Emerald Erickson, 2020-22 at-large Trustee Yes
 Kristen Thornton, 2020-22 at-large Trustee No
 Gerlinde Wolf, 2020-2021 at-large Trustee No (site visit)
 Kathy Adams Yes

New Items to the Agenda:	Name	Topic	Current Status/ Update/ Notes
AEHS and SURF Membership meeting			<p>session, happy hour, meeting, draft agenda started, banner ad, virtual booth banner in draft, discussed booth sign-up, # free registrations - think 15, consider having board members use remaining ones to attend SURF meeting, Matt to ask Brenna # of complimentary SURF registrations left, Plan to use for: Kristen, Roy, Jason, Emerald</p> <p>Virtual booth signup - Kathy Adams sent out https://drive.google.com/file/d/1UuhcA_N5nB3Wxh4T3Auk8JFd5zOgfXFK/view?usp=sharing</p> <p>Cathy to create registration for SURF meeting and send to Kathy A to add to agenda.</p> <p>SURF Luau - entertainment, can we break into smaller groups for networking, bingo/ trivia if all together?, discussed what options we might want to do, keep it light/ fun, discussed weekly check-ins for planning team. Jason to set up Wed at 2 pm via Teams</p> <p>Attach flyer to monthly email (Matt/ Betsy/ Gerlinde), Kathy to update link to register, add Roy and then send to Gerlinde to email out</p>
SRR - future visioning	Roy/ Emerald		<p>Survey out to SURF members last week; have until Oct 13 to respond</p> <p>Cathy to send updated membership list to Kathy, with recent members called out.</p>
Case Study	Kyle/ Roy/ Emerald		Kathy sent updated template to group, New case study email in November - one new one to post (Betsy's)
Webinars	Kyle/ Betsy		Cathy added links to last 2 webinars to the website library this morning
Monthly Email	Betsy/Matt		Going out this week, AEHS/ SURF meeting focus
Quarterly open board call	Matt / Kathy		Running action item - fall one will be with AEHS and will revisit in the winter
Board Nominations/ Elections	Cathy/ Kathy		Putting this on our radar to set schedule, President, Vice President, Secretary, 3 At-Large positions (Roy, Kyle, Gerlinde); Kathy A to update election spreadsheet for timing
SURF International	Kyle		co-operative in Canada, SIRCA (Sustainable In Situ Remediation Cooperative). A group of academia and industry that conduct research activities. http://www.sirca.coop/
West coast conference	Betsy		Paul gets 20 min to talk about 10-yr paper representing the SURF board, Betsy to send SURF slides - technical initiatives, etc.