

**SUSTAINABLE REMEDIATION FORUM
BOARD OF TRUSTEES MEETING SUMMARY**

July 14, 2010

Agenda:

- Topics raised during SURF 14

Attendees:

David Ellis, President	✓	Carol Baker	
Paul Favara, Vice President	✓	Stephanie Fiorenza	✓
Maile Smith, Secretary	✓	Dick Raymond	✓
Brandt Butler, Treasurer	✓	Dan Watts	
Mike Rominger (non-voting attendee)		Dave Woodward	✓

Quorum confirmed.

Voting Items:

1. As a token of our appreciation and in recognition of their value in advancing sustainable remediation theory and practice, SURF is granting \$500 to the CSU Student Chapter*
 - a. Dave E.– motion to grant \$500 to the CSU Student Chapter of SURF
 - b. Dave W. – motion seconded
 - Aye – 7
 - Nay – 0

*Terra Systems is also donating \$250.

Business Discussed:

1. **Sustainable Remediation Case Study Clearinghouse proposal**—add to agenda for next Board meeting to discuss if SURF should continue exploration towards adopting it as a formal initiative
2. **Peer review process for technical initiatives**—add to agenda for next Board meeting to discuss what the process should be; use White Paper peer review process as a model; technical initiatives should each follow the same procedures
3. **Proposed letter of support for research proposals**—we need to better communicate the Board’s positions on items brought the Board’s attention (e.g., we discussed the issue of supporting research proposals, and generally agreed that SURF wasn’t currently in the position to do so, but that perhaps individual members could be provided the opportunity if they so wished; documented that discussion in meeting minutes but did not directly communicate it to the individuals who proposed it in the first place); the Board needs to have more information about what the various initiatives are working on; the Communications/Outreach Committee should more actively exercise its oversight role for outreach initiatives and help facilitate, and focus if necessary, the outreach initiative missions and activities
4. **Information repository and sharing**—add to agenda for next Board meeting to evaluate what we want to have protected and un-protected on the website; Board should develop a philosophy about what is reserved for member-only access and what SURF provides to the general public
5. **CSU Student Chapter**—Dave E. proposes making a small seed grant to the chapter to get them started with funds for their activities

Additional feedback and topics for future discussion:

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- There has been a recommendation to have routine meeting locations (e.g., DTSC/Sacramento, Chicago); meeting locations should provide adequate accommodation; good for regulator participation if we meet at different regulatory offices
- Stew Abrams has expressed a willingness to take on the discipline diversity initiative; discipline diversity will be incorporated into the mission and purpose of the academic outreach initiative and Stew and Mike Miller will be co-chairs
- SURF was able to cover the costs of the student dinners
- Add the topic of staggering Board terms to the agenda for next Board meeting; add to the agenda for SURF 15; objective is leadership continuity
- A/V performance and connectivity for future meetings needs to be a priority, as well as making all presentations available to remote attendees

Draft Agenda for Next Meeting (7/30/10):

- Approve previous meeting minutes (7/14/10)
- Additions to agenda
- Sustainable Remediation Case Study Clearinghouse
- Peer review process for technical initiatives
- Information repository on the SURF website; sharing philosophy
- Committee Reports
 - Membership
 - Meetings
 - Routine meeting locations: pros/cons, examples
 - Communications/Outreach
 - A/V, IT, and remote meeting attendance
 - Finance
 - Technical Initiatives
 - Nominations
 - Trustee terms
- Other business

Respectfully submitted by,
L. Maile Smith, Secretary