

**SUSTAINABLE REMEDIATION FORUM
BOARD OF TRUSTEES MEETING SUMMARY
May 11, 2012**

- Additions to Agenda
- Approve last board’s final meeting minutes
- SURF Travel and Conference Guidelines
- Face-to-face meeting proposal for Battelle
- Committee reports
 - Meetings
 - Finance
 - Technical Initiatives
 - Communications/Outreach
 - Membership
 - Nominations
- Other business:
 - US: new developments, policies, or conferences
 - International: new developments, policies, or conferences
- Next meeting

Attendees:

Karin Holland, President	✓	Stewart Abrams	✓
Nick Garson, Vice President		Angela Fischer	✓
Karina Tipton, Secretary	✓	Mike Miller	
Brandt Butler, Treasurer	✓	Curt Stanley	✓
Paul Favara, Past President (non-voting attendee)		Dan Watts	✓
Mike Rominger	✓		

Quorum confirmed. Meeting (teleconference) called to order at 1:03 EST.

- Additions to Agenda – as noted below.
- Approve last board’s final meeting minutes – moved and approved
- SURF meeting and Rocky Mountain Arsenal – discussed in Meetings Report.
- International Student Chapters – inquiry from Canadian students regarding starting a student chapter. While good for membership and advertising SURF US, do not want to appear to trespass on SURF Canada. Dan proposes to enter into discussions with SURF Canada and develop a joint path forward. Internally at SURF US: Stella Karnis and Dave Woodward would be good advocates or have good connections. Note that our current charter does not envision payments to non-domestic organizations and would be difficult to sponsor students through Canadian universities. Dan will proceed to further evaluate and will report to board in 2 weeks.
- SURF Travel and Conference Guidelines – Discussion on how the application review process would be implemented: rely on a sub-committee to review and approve those requests which align values between the member requests and SURF goals and mission. Will also need to determine a quarterly cap on number of approvals and cost of these funds. Recommended that a yearly cycle is evaluated to ensure that priorities can be set and funds managed in alignment

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with the annual SURF budget. Brandt to add language to this effect and circulate for email vote by Board.

- Face-to-face meeting proposal for Battelle – Would like to revisit goals and complete the goal setting exercise for the remainder of the year. Try for an hour before happy hour (Wednesday 5:30-6:30). Karin to confirm and send email invite. Board agrees to cancel the Friday 5/25 meeting.
- Suggested discount for Battelle registrations which occur on-site. Board agrees and moves to institute a 20% discount for membership for the period ending January 2013 for anyone who signs up for membership at the Battelle conference. Board approves and Brandt will finalize means of implementation.
- Committee reports
 - Meetings
 - SURF 20 at Ft Collins. announcement is ready to go out soon. Karina will bring to board once it is finalized for quick review and distribution to membership and also for use at the Battelle table. Arsenal tour would be 3rd day afternoon. Brandt will need to set up payment mechanism prior to announcement distribution as well and would like to try out Google Payments to compare with PayPal reliability.
 - SURF 21 at National Academy. In Progress
 - 2013 Board approved WM and EPA Region 5 locations. Mike R has reached out to hosts to confirm and begin planning process.
 - Finance
 - Brandt is finalizing insurance policies. Also finalizing annual budget.
 - Technical Initiatives
 - Sustainable Remediation and Redevelopment paper – comments received and hopefully will have incorporated in several weeks for Kathy to edit and finalize.
 - Water reuse and conservation committee is underway and is preparing an outline for Board review to ensure aligned with SURF goals and mission.
 - Development of webinars in conjunction with AWMA and Clu-In
 - Board to review
 - Communications/Outreach
 - Government outreach subsection is in rejuvenation stage and would like to make a short presentation on a Board call in the next month for approval.
 - In person networking at Battelle planned through table staffing, attendance at student luncheon, and through tweeting during conference sessions.
 - Membership
 - New student chapters:
 - Syracuse U. paperwork is done. They found a faculty advisor, and he's on site. They are mailing their individual dues checks imminently.
 - Rutgers U. may be forming a chapter with assistance from Stew Abrams.
 - Clemson U. to form a chapter guided by Professors Finneran and Freedman.
 - Reviewed draft proposal for a new project: SURF student chapter design competition. Final version will be ready for board review in June (after the Battelle meeting is over)
 - 127 paid members and 92 members who have not yet renewed. Some members still in processing.
 - Karina to export for Dan Watts a list of student members for his use.
 - Nominations – on hold for now
- Other business:
 - US: new developments, policies, or conferences

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- International: new developments, policies, or conferences
- Next meeting – Board working session at Battelle next week.

Meeting adjourned, 1PT/2pmET.

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