

SUSTAINABLE REMEDIATION FORUM

BOARD OF TRUSTEES MEETING SUMMARY

May 10, 2013

- New Additions to Agenda
- Approve previous meeting minutes
- SURF 23 – Planning Update
- SURF24/SURF 25 look ahead
- Treasurer’s Report – update on how much money is available and how we should allocate. Includes: student chapter support, travel support, etc.
- Update on Academic Initiative Group Status / Battelle student luncheon
- Definition of sustainable remediation - refined
- Committee reports as necessary (primary review to be held 2nd meeting of the month with 6-panel review)
 - Meetings
 - Finance
 - Technical Initiatives
 - Communications/Outreach
 - Membership
 - Nominations
- Other business
 - US: new developments, policies, or conferences
 - International: new developments, policies, or conferences
- Vote on Travel Request – Nick Garson – this is still outstanding pending better understanding of budget.

Attendees:

Nick Garson, President	✓	Rick Wice, at-large Trustee	✓
Angela Fisher, Vice-President	✓	Stewart Abrams, at-large Trustee	
Karina Tipton, Secretary	✓	Buddy Bealer, at-large Trustee	✓
Grant Geckeler, Treasurer	✓	Jake Torrens, at-large Trustee	✓
Karin Holland, Past President (non-voting attendee)	✓	Amanda McNally, at-large Trustee	✓
Mike Rominger	✓	Kathy Adams	✓

Meeting called to order at 1:09 ET. Quorum not confirmed but regular discussions to be held.

- New Additions to Agenda
- Approve previous meeting minutes. Motion to approve seconded and **unanimously approved.**
- SURF 23 – Planning Update – Venue discussions in progress. Slots for approximately 12 speakers and still looking for a few remaining people. Discussion of some additional leads. Sylvia Hood Washington – nationally recognized speaker with background in remediation and environmental justice – has volunteered to participate pro bono with a contractual mechanism to permit her to

donate the speaker's fee back to SURF. Motion to execute contract as discussed on board call **unanimously approved**. Discussion of costs. Lunches will be on-your-own. Registration fees were raised in a prior call to \$200 (4/11/13 meeting). Question of extending a discounted rate to local regulators – but this is generally not acceptable (preferential treatment). Suggestion to invite regulators to speak or participate in a roundtable discussion. Also we have in the past invited regulators to present a poster. There is room in the agenda to allow regulators to offer their take on sustainable remediation, and what their state is doing, what roadblocks are, and how to help implement it. Suggest that we add a regulator panel to each meeting as a formal component and regulatory outreach group to facilitate this local regulator participation. Buddy will reach out to regulators and invite them. Mike R to have proposed agenda for discussion at next board call.

- SURF24/SURF 25 look ahead: June 7th board call Mike R to present theme and direction of meeting.
- Treasurer's Report – Presentation of 2013 funds. Projecting a surplus this year over funds-in-hand from the start of the year, with the assumption that the Board pursues a balanced budget. Grant will prepare a 6-panel outlining assumptions and goals for the organization and develop an investment team to shape and form a recommendation to the board for long-term investment and shepherding. Grant will provide the monthly budget spreadsheet to the Board.
 - Sponsorship – Jake is going to cross-check the sponsors for the newsletter. How are sponsors welcomed to SURF? Should we develop a sponsorship welcome package? Formal documentation for this? This should include logo usage, membership benefits, and meeting benefits, as well as a formal transmittal to website committee to update the website.
 - Webinars with AWMA – MOA to distribute funds through a joint meeting. This is a possible fundraising opportunity. Karin is following up with Stephanie to determine if this should be included in our budget.
 - Student funding – Grant to follow up with Brandt to determine mechanism for distribution of travel funds. This was generally determined by the board on a meeting-by-meeting basis. AOI team should review student chapter protocols
 - Grant currently looking at forecasting software options to use – to convert from excel spreadsheet based tracking and forecasting, to a cloud-based software. Will discuss next time.
- Newsletter – request for volunteers. The Board reviewed the org chart to determine what positions are open and who should be contacted. Finance committee and membership committee are ready for advertisement at this time. The Academic Outreach Initiative requires more work to establish goals and outline actions. There are several other groups that need leaders as well. Buddy will put something together for the next board meeting and Buddy will be listed as contact. Also research support. Nominations committee may also need a board member to fill. Filling all positions is a 3-6 month goal.
- Update on Academic Initiative Group Status / Battelle student luncheon. Discussed during . Also, the board is happy with Pamela and Mike attending the Battelle student luncheon on behalf of SURF.
- Definition of sustainable remediation – refined. – review next time.
- Committee reports as necessary (primary review to be held 2nd meeting of the month with 6-panel review)
 - As discussed above.
 - For next meeting – discuss Student Design completion.

- Other business – none at this time.
- Vote on Travel Request – Nick Garson – this is still outstanding pending better understanding of budget -- for next time.

Next board meeting will be held on May 17th.

Motion to adjourn the meeting – unanimously approved.

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