

SUSTAINABLE REMEDIATION FORUM

BOARD OF TRUSTEES MEETING SUMMARY

June 6, 2014

- New additions to agenda
- Approve meeting minutes from last Board call
- SURF26/27 Update (Mike, Kristin)
 - Imagine H2O Participation
 - Case Studies
- SRI National Forum Feedback/Follow Up (Nick, Buddy)
- Administrative Support Job Description (Angela)
- Battelle
 - Monterrey – takeaways, etc.
 - 2015 Miami Sponsorship (Rick)
- Newsletter Call for Articles
- Committee reports / Initiative charters
 - Meetings
 - Finance
 - Technical Initiatives
 - Communications
 - Membership (Amanda)
 - Education & Outreach
- Other business
- US: new developments, policies, or conferences
- International: new developments, policies, or conferences

Attendees:

Nick Garson, President	✓	Rick Wice, at-large Trustee	✓
Angela Fisher, Vice-President		Buddy Bealer, at-large Trustee	
Amanda McNally, Secretary	✓	Jake Torrens, at-large Trustee	
Keith Aragona, Treasurer	✓	Melissa Harclerode, at-large Trustee	✓
Karin Holland, Past President (non-voting attendee)		Olivia Scance, at-large Trustee	✓
Mike Rominger		Kathy Adams	
Kristin Mancini	✓		

Meeting called to order at 1:07 pm EDT. Quorum confirmed.

- Motion to approve meeting minutes from previous meeting. **Unanimously approved.**
- SURF26 Update (Mike, Kristin)
 - Meeting invite has been sent out for SURF 26 Webinar. July 17 9-11am PDT
 - Imagine H2O Participation – Jake has been the point of contact for this partnership. Topic of presentation is TBD (will be related to groundwater reuse). COO has volunteered to present.

- Quantifying social aspects of SR (Battelle)
- Sustainable return on investment (URS – Andrea Bohmholdt)
 - Paul Yaroschak (DOD) is another resource on this topic
- Case Studies – Amanda sent the two case studies received by the CSI team to date as an option for a presentation. These have not been reviewed by the CSI team yet.
- We should invite the attendees from the forum to attend the webinar. Olivia will take the lead on inviting these attendees. Buddy has the full list of attendees.
- Suggested presentation from environmental economist at Mt Claire State University on the “social costs;” however, this strays from the intended theme of SR implementation.
- Nick will kick off the webinar with some introductory SURF information.
- SURF27 Update
 - Pittsburgh – Duquesne University is an option; however the date cannot be selected until the Academic Calendar has been finalized at the end of June.
 - Baltimore – Karin is evaluating venues that meet our criteria.
 - If an east coast venue does not work out, then Colorado State is an option.
 - University of Michigan is an alternative venue (Ann Arbor). Keith will investigate.
- SURF28 – Kristin to coordinate with Buddy regarding a meeting in DC for early 2015.
- SRI National Forum Feedback/Follow Up (Nick, Buddy)
 - THG will be sending out a meeting summary report.
 - Takeaways: Concept of GSR needs to be simplified; What are the top things you need to consider when evaluating GSR; SR is already being implemented, there should be more focus on attention to it; Cross-departmental collaboration is important
 - Challenges: Umbrella programs at EPA (e.g. UST, RCRA) may be difficult targets; EPA Regions have autonomous GR policies/programs
 - Next steps:
 - Incentives (GSR Award forum for GSR – SURF as judges);
 - Publicizing case studies
 - More exchanges at conferences and meetings
 - ITRC volunteered to do surveys regarding lack of engagement at state level
 - Identify GSR champions at the state level
 - Mathy Stanislaus agreed that EPA would consider a Memo of Emphasis. Vision across federal programs that supplement GR with societal and economic aspects. Mathy to work with EPA and then circulate to the group for review.
- Administrative Support Job Description (Amanda)
 - Angela has provided a draft “job description” for various administrative support activities.
 - Next steps include estimating the hours required and associated costs and publicizing the need (website, newsletter, etc.).
 - Amanda, Keith and Jake to coordinate offline to move this forward.
- Battelle
 - Monterey – takeaways, etc.
 - 2015 Miami Sponsorship (Rick)
 - GSR will not be a topic at the Monterrey conference in two years. Battelle has asked SURF to sponsor the 2015 conference in Miami (but still substantial). Concern is that the off-year conferences are not as well attended. Cost of sponsorship is \$12,500. Battelle has approached us to be involved in the planning team. Value to SURF from sponsoring the conference is a platform for membership engagement (as session chairs, presenters, planning, etc.)

- In regard to finances, we have the cash available and have less money budgeted for student chapters than in previous years. Expenditure of \$12,500 would have a larger impact at a conference of several hundred attendees (as opposed to a smaller SURF meeting of 25-50 people).
 - As a sponsor, we would be able to contribute to the topics of the conference, sessions, and presentations. We may have an opportunity to increase attendance with focus on GSR.
 - Motion to sponsor the Battelle Bioremediation and Sustainable Technologies Conference in 2015. **Unanimously approved.**
 - Rick volunteers to be the SURF point of contact for Battelle, including participating with the planning committee and coordinating internally with SURF members (identifying themes, topics, etc.).
 - Sponsorship of student paper competition – suggested coordinating with student chapter chairs and professors to discuss themes.
- Newsletter Call for Articles
 - National GSR Forum – Summary form THG (photos from Nick – not pictured: Rick Wice and John Simon)
 - Battelle – Gerlinde has summary email form Melissa
 - Announcement that SURF is a sponsor of Battelle Bioremediation and Sustainable Technologies Conference 2015. Call for volunteers (contact Rick Wice)
 - Comments on EPA Environmental Report
 - SURF26 Webinar Announcement
 - Rebecca Bourdon and Tom O’Neil SURF Award (description from Buddy)
 - Case Studies
 - Include examples that we have received to date
 - Highlight SURF Canada
 - International Meeting Summary from Nick. Amanda will forward the minutes to Gerlinde.
- Committee reports / Initiative charters (6 Panel slides will be posted to the Committee pages on the website)
 - Meetings
 - Finance (Keith)
 - Keith reviewed current account balance and uncommitted funds.
 - Finance Committee met in April but not much activity since then. Consensus was to invest money in the organization rather than externally. Angela reached out to committees for financial support needs. Seeking input from our accountant regarding how other non-profits spend their funds.
 - Suggested to seek new SURF sponsors. May be able to leverage Battelle sponsorship to gain more SURF sponsors.
 - Technical Initiatives
 - Communications
 - Membership (Amanda)
 - Need to discuss how to “welcome” new members and engage them in the organization. What is the value added and how do they get involved?
 - Amanda has updated the Membership Directory based on current membership renewals and application and payment records. An email has been sent to 2013 members who have not renewed in 2014 to request that they renew.
 - Education & Outreach

- Other business
- US: new developments, policies, or conferences
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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,

Amanda D. McNally, Secretary