

## SUSTAINABLE REMEDIATION FORUM

### BOARD OF TRUSTEES MEETING SUMMARY

July 6, 2015

- New Additions to the Agenda
- Approve meeting minutes from June 19, 2015 Board Meeting
- Meeting Facilitator Search
- SURF 29 Webinar Update
- SURF 30 Meeting Update
- Brief from International Call
- Battelle Sponsorship & Other Strategic Partnerships
- Updates on upcoming conferences, seminars, other presentation opportunities (or report-outs from any recent events)
- Committee/Initiative Updates
  - Meetings (Kristin)
  - Finance (Keith)
  - Technical Initiatives
    - CSI
    - Social Aspects
    - SRI
  - Communications (Jake)
  - Membership (Amanda)
  - Education & Outreach (Rick)

#### Attendees:

|                              |   |                                      |   |
|------------------------------|---|--------------------------------------|---|
| Maile Smith, President       | ✓ | Paul Hadley, at-large Trustee        | ✓ |
| Jake Torrens, Vice-President |   | Melissa Harclerode, at-large Trustee | ✓ |
| Amanda McNally, Secretary    | ✓ | Kristin Mancini, at-large Trustee    | ✓ |
| Keith Aragona, Treasurer     |   | Olivia Skance, at-large Trustee      |   |
| Nick Garson, Past President  | ✓ | Rick Wice, at-large Trustee          | ✓ |
|                              |   | Kathy Adams                          | ✓ |

Meeting called to order at 1:06 pm EDT. Quorum confirmed.

- New Additions to the Agenda
- Approve meeting minutes from June 19, 2015 Board Meeting. **Unanimously Approved.**
- Meeting Facilitator Search
  - Maile will complete an analysis of Mike's billing information and provide an update.
- SURF 29 Webinar Update - All speakers confirmed but still waiting to receive draft presentations for review. Kristin will schedule a meeting with presenters this week. Kristin has spoken with Arcadis IT and will coordinate with a third party operator to enable separate check-in for speakers and participants during the webinar

- SURF 30 Meeting Update
  - Meetings status – It has been difficult to gather and disseminate information about upcoming meetings and therefore difficult to get registrations. Suggested to send out regular updates as the meeting approaches with confirmed speakers, topics, etc., rather than waiting until the agenda is finalized to announce. We may rely too much on the Meetings committee to fill the speaker positions and we have an opportunity to use a call for abstracts to attract interest and speakers. One of the speakers that Mel has invited needs to know when the deadline for speakers to commit for SURF 30. The Meetings planning guidance has a timeline that should be followed. Paul is interested in inviting a post doc researcher at Stanford about speaking at SURF 30, but the individual may need assistance with travel costs. Amanda will send Paul the travel reimbursement form. The Board has reviewed requests for funding on a case by case basis.
  - It would be good to send an update immediately following the webinar next week, but we do not have any confirmed speakers or topics at this point. Gerlinde has prepared a flyer with high level information about the meeting that can be disseminated.
  - Suggested to have a call for abstracts and a deadline for speakers to confirm their attendance and topics. Kristin will send any gathered speaker information to Maile. Kristin will also schedule another meeting for the committee.
  - We currently have the venue costs and are waiting on costs for catering. Once we have these costs, we can determine the cost of the meeting needed to cover these costs. The non-member price should be higher than the member price. We will maintain the discounted student and government registration fees from previous meetings. Maile will establish a deadline for Stephanie to provide the information for catering and Kristin will follow up with Stephanie.
- Brief from International Call – Updates from Canada Brazil, UK, Netherlands, ANZ, and Taiwan. No update was provided on the ISO guidance. SURF Canada is working on planning the SustRem conference in 2016. Call for Abstracts will be sent out soon for that conference. Maile has discussed a training/outreach program with Stella Karnis of SURF Canada. Other groups are interested in seeing the outcome, though it may not translate due to differing regulations. SURF ANZ is working on a national prize for SR that will be awarded at their national conference. SURF ANZ noted that many students are coming out of universities without a good understanding of sustainability principles. SURF Taiwan is developing case studies, one in particular on farmland/agricultural remediation. Jonathan Smith (SURF-UK) presented concerns that dissemination and outreach of SR has stalled. Growing the group of champions and experts is a slow moving process. Generating new members via conferences is difficult due to a very limited audience. There was a discussion of how the different groups can approach the challenge of shifting the remediation paradigm. One common thread on the call was the distinct importance of college-level curricula on SR dispersed in academia. The NIST grant that was discussed earlier this year is another opportunity to provide content to universities. It was noted that the inclusion of remediation-specific curricula is very limited to a few universities. Maile gave an update on the Battelle Bio conference and GSR track on the international call. There was interest from the international group to hear Mike Miller's presentation on the social aspects of SR. Mel and Mike recently published this paper in the Journal of Industrial Ecology. Maile will invite Mel to next quarter's call and provide the call information to her. Maile suggested that Mel

volunteer to present the topic at SURF 30. Mel just signed the copyright agreement and will provide a copy/link to the Board once it is available.

- Battelle Sponsorship – SURF has been a sponsor of the Battelle conference and/or the student paper competition, but Battelle has seemed to rely on SURF less for technical resources/subject matter experts and more as a funding source.
- Other Strategic Partnerships – Paul and Maile have had initial discussions/brainstormed about how to make SURF more sustainable, including different partnerships. Not to discount our history and relationship with Battelle, but do we have relationships with other groups where there may be opportunities for expansion of our meetings into a conference and SURF can contribute subject matter experts and technical resources. Maile and Paul will continue working on this approach and will present the draft plan to the Board to seek volunteers and input. Rick volunteers to reach out to his RemTech contact (Rula – sp?) about a potential relationship. Rick will wait until a draft plan from Maile and Paul has been provided.
- Updates on upcoming conferences, seminars, other presentation opportunities (or report-outs from any recent events). None.
- Committee/Initiative Updates. None.
  - Meetings (Kristin)
  - Finance (Keith)
  - Technical Initiatives
    - CSI
    - Social Aspects
    - SRI
  - Communications (Jake)
  - Membership (Amanda)
  - Education & Outreach (Rick)

**Action Items:**

- Rick will call Russell Sirabian and discuss the student paper competition for Chlorinated Conference.
- Amanda will send Paul the travel reimbursement form (Completed)
- Maile will invite Mel to next quarter's international call and provide the call information to her (when available)
- Maile and Paul will continue working on this approach and will present the draft plan to the Board to seek volunteers and input.

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