

Meeting convened 1:05 pm EST.

1. In attendance: John Simon, Rick Wice, Paul Hadley, Keith Aragona, Lindsay Burton (proxy for Aaron Thom), and Maile Smith (president emeritus). **A quorum was achieved.**
2. The “Sustainable Remediation Database” concept was added into the draft agenda.
3. Minutes from the previous meeting were approved (Rick Wice’s motion; John Simon’s second; unanimous approval by voting members present).
4. SURF 32 – progress seems to be on schedule; speakers (Melissa Harclerode and Bill Butler) have been contacted and their approval from their organizations to participate is being sought, with approval almost completely certain.
5. SURF 33 – planning has begun with a conference call; dates are October 19-21, 2016, returning to the Boeing facility in Virginia. October 21 is probably available for an add-on activity.
6. Rick Wice will check in with Paul Nathaniel about the ISO Standard on sustainable remediation. John Simon suggested that the proposed standard has been reviewed and commented on, and comments are now being compiled and responded to. This would be an item of general interest, especially for upcoming SURF meetings.
7. Meeting coordinator/planner – with upcoming SURF meetings being a webinar and a return to a familiar venue the need for a new meeting coordinator/planner was discussed. It was decided that Keith Aragona would take the lead to look over the previous scope of work for a meeting planner/facilitator to scale back on the facilitation duties therein, but identify ‘gaps’ that would exist if SURF decided to do SURF 33 without a planner/coordinator. Onsite A/V needs at SURF meetings – including SURF 33 - is a particular concern. It is anticipated that a meeting coordinator/planner will be sought soon after Keith’s review.
8. Sustainable Remediation Database and Intern –discussion centered on how to conduct a project with a clear focus on ‘sustainable remediation products’ and avoiding potential pitfalls of including ‘services’ that might border n (or include) consulting. The Board discussed the proposal by John Simon to hire an intern engage over the summer for about \$15/hour (total of \$4,000.00) to develop such a database focusing on green and sustainable products. Keith Aragona made motion to approve the proposal. Paul Hadley seconded. Voting members approved the proposal unanimously.
9. SURF Conference alignment – Board received an update on this effort from Paul Hadley, Maile Smith and Rick Wice. Board agreed that the conference alignment sub-committee needed to convene again, discuss the status of working with organizations who might work with SURF on this matter, and get back to the Board with a synopsis of what a cooperative working relationship would entail, would provide to SURF, and what the costs would be (short and long term).
10. John Simon provided an update to the Board over SURF participation in a ‘recognition of 40 years of RCRA’ gathering being sponsored/supported by several organizations, including SURF.
11. Education outreach – Rick Wice described the relative vibrancies of university chapters interested in sustainable remediation and formal ties with SURF. The educational outreach sub-committee will meet soon to discuss the ongoing and future status of university SURF chapters.
12. John Simon asked the Board to consider moving forward to engage an intern identified by John and others as clearly the strongest candidate so as to not miss out on a superior candidate who might be unavailable once summer begins and other organizations take on summer interns. The Board members indicated that the SURF process for proposing/accepting a technical initiative might offer a ‘structure’ for proceedings with clear steps. Also, discussion over the difference between an ‘intern’ and a ‘contractor’ suggested that a legal review should occur. John offered the motion to move forward with engaging the candidate under the expressed interests of the Board, and the scope of work and financial terms discussed previously. Rick Wice seconded the motion. The motion passed unanimously by the voting members of the Board.

The meeting was adjourned at approximately 2:05 pm EST.