

## SUSTAINABLE REMEDIATION FORUM BOARD MEETING MINUTES

Meeting Reminder: SURF meetings are not a time for marketing and/or conducting business

**Attendees:** Present?

Date:	6/13/19
Meeting called to order:	12:03 PM EST
Meeting adjourned:	1:00 PM EST

**Matt Ambrusch, 2019-20 President** Yes  
**Betsy Collins, 2019-20 Vice-President** Yes  
**Cathy Rockwell, 2019-20 Secretary** Yes  
**Jason McNew, 2018-19 Treasurer** Yes  
 Lynn Tucker, 2018-19 at-large Trustee No  
 Roy Thun, 2019-20 at-large Trustee No  
 Tom Potter, 2019-20 at-large Trustee No  
 Emerald Erickson, 2019 at-large Trustee No  
**Kyle Waldron, 2019-20 at-large Trustee** Yes  
 Kathy Adams No  
**Gerlinde Wolf - past President** Yes

Quorum:	Yes - 5
Approve meeting minutes from:	5/30/19
Motion to approve made by:	Matt
Second made by:	Betsy
All in favor:	Yes
Opposed:	none
Approved:	Yes

New Items to the Agenda:	Name	Topic	Current Status/ Update/ Notes
ITRC	Matt	SURF to be Program Advisor	Barbara sent out email RE: joining the group - can join as an active member or interested party. global communication to SURF members planned? Yes - we should, and on social media page(s) as well. <b>Matt to draft text - will forward to Emerald and Gerlinde/ communication networks.</b>  from last call: Roy suggests that Kathy, Barbara, Jason and Roy have a call to discuss invoicing and expenses in order to get info from him on this as ITRC is very particular on invoicing, Roy has experience with this. Roy will email the team to let them know.
New website	Cathy/ Gerlinde	Public vs. member only information	Maile working on finalizing new website (https://maile-smith-effz.squarespace.com/), transferring some documents to Club Express page - see "Member Resources".  Question on board - documents for members only vs. on public website: Case studies? Historically members only, consider posting a couple/few and then a teaser to see the rest, become a member? <b>Cathy to send and Maile and Gerlinde about this idea and ask about timing for website going final.</b>  2017 board meeting minutes - status on those? Kathy's' email today said she'll have them to us by Monday (June 17)  once published, some tweaks to make - consider keeping list: why join SURF, etc.  <b>To do - action item (keep on future agenda): Look into using email solely through Club Express and not Mail Chimp</b>
Ongoing	Kathy	Action items from Spring Meeting	FROM LAST CALL: Matt/Emerald: Call with ecoSPEARS (president and EVP of marketing/business development) on May 17th, Matt summarizes that they are a company that are heavily involved in sustainability and promoting environmentally friendly practices. Goal of partnership would simply be to partner with similar minded organizations and help spread the word on sustainable practices, in particular sustainable remediation and the SURF organization. Roy sees this as an opportunity to spread the word on SURF's international presence. Think about SURF development/refinement of a vision. Consider SURF facebook presence? EcoSPEARS offered to help develop/package relevant information to help SURF increase social media presence. <b>Follow up email from ecoSPEARS included a short survey, Matt will send to the Board for review to make sure we are comfortable with this, Board to reply with questions or comments on email by 6/7/19. Next step - Matt to meet with Emerald and Roy on next steps and will send out to Group for discussion.</b>  Membership - Cathy looking for lead to get some momentum, if anyone can help please contact Cathy.
Webinars	Kyle		Kyle drafted text for email blast for webinar - first one mid-July (week of 15th) for Jason to present, Paul in mid-September; <b>Kyle to send email text to Emerald and Gerlinde to send email out and on social media.</b> All invited, recording will be for members only on Club Express pages. Looking like WebEx as avenue for webinar.
SURF International	Roy	Conversation with Nicola	Roy had a conversation with Nicola, hoping to try to get international recognition of SURF as a brand or global entity, not necessarily as individual countries. SURF-UK has made a video, Roy has asked if she can remove the "UK" reference in the video which we can use on our website or newsletter, but give credit to SURF-UK for making the video.

Recurring Updates:			
Responsible Person	Update (Y/N)	Topic	Current Status
SURF Meeting Planning - Matt	Y	Meeting Planning	Tom is filling remaining slot for the AEHS/SURF Fall meeting - <b>Gerlinde to reach out to Brenna to provide details.</b>
Barbara/ Tom/ Cathy	Y	Climate Change and Resiliency (Tech Initiative)	Barbara and Tom reviewing EcoAdapt's summary report this week, call today to discuss.

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Cathy/ Jason	Y	Membership	Discussed government memberships - going to reach out to individual that signed up with a private utility email and request
Gerlinde/ Maile	Y	Website	FUTURE UPDATES: 1. Add member types - descriptions to membership page 2. reorganize online resource subheadings 3. Add a why join SURF for membership 4. Case study relocation - have a few available but as a teaser to see