

Board of Trustees Call

Date:	3/20/17
Meeting called to order:	2:03 PM
Meeting adjourned:	2:58 PM
Quorum:	Yes
Approve meeting minutes from:	Yes
Motion to approve made by:	Erin
Second made by:	Gerlinde
All in favor:	Yes
Opposed:	No
Approved:	Yes

Attendees:	
John Simon, 2017 President	X
Barbara Maco, 2017 Vice President	X
Lindsay Burton, 2017 Secretary	X
Keith Aragona, 2017 Treasurer	X
Mike Smitley, 2017 at-large Trustee	
Rick Wice	
Colleen Liddell, 2017 at-large Trustee	
Gerlinde Wolf, 2017 at-large Trustee	X
Erin Healy, 2017 at-large Trustee	X
Paul Hadley, 2017 at-large Trustee	X
Kristin Manchini	

New Items to the Agenda:	Name	Topic	Follow Up?
	Paul	Letter of support for Roy Thun in his offer to volunteer on LA County Transit's Sustainability Council	Member of SURF and ITRC. Paul does not know a lot about the organization, but they are putting together a sustainability council that will help them in their work. Approached SURF for a letter of support. Board approves Paul sending the letter. Paul may send to Kathy for letterhead.
	Gerlinde	AEHS Conference Alignment - Sponsor Complimentary Meeting Registration? - Propose reduced by current value amount instead?	The AEHS conference is more expensive, can the sponsors use their complimentary conference fee on that? Perhaps have sponsors have the discount of the SURF conference price? Paul will bring this to the committee this week. SURF gets 10 free entries, the gamble is if more than 10 sponsors want to attend the conference.
	Lindsay	Has SURF ever had academia write a white paper?	No. The original white paper had a number of academia on the team. We have had contributors, but have never had outside academia publish under the SURF banner. We would have to check our bylaws and see the proposal. The one thing we have to be careful of is the no lobbying position. How do we make sure that EMC does not influence the process? Making sure EMC is not controlling the outcome. Would it be published under the SURF banner and board members review it? If we post whitepaper, must be reviewed by the board. Why can't EMC give the money straight to the academia? If there is an initiative subject, SURF can do the white paper. What was the topic? Incorporation of Sustainability Assessments into Urban Remediation Projects.
	Lindsay	What is expected of board members during SURF 34?	Keith takes up the money taking role. Make sure board is out mingling, make sure members are engaged. Board should let non-board members speak up, but if there is a lull, board members speak up.
	John	NWETC	Needs to know if you can participate within the next 3 day.
	Paul	AEHS- Sustainable repurposing and habitat	Paul will reach out to the group who is putting on the presentation. Is this a new buzzword? Sustainable repurposing?
Recurring Updates:			
Responsible Person	Update (Y/N)	Topic	Current Status
John	N	Independent Contractor update	She has got work on her plate, she just has to do it.
Paul	Y	SURF 34	The agenda is almost set. We closed the request for abstracts on March 17th. There are some spots for John's stuff and the AEHS discussion. A free discussion at the end of the day. Ten or eleven people have registered so far. NWETC would be willing to send out a email blast to their members.
Paul		AEHS Conference Alignment	Paul, John and Barbara discussed the status of planning for SURF 34, SURF 36, the various SURF groups involved, and the need to find a 'next' leader for the Meeting Planning Committee. They will give a brief update on the next Board call. Is literally at the AEHS meeting right now. For meetings the team is focused on SURF 34. Barbara sent around the climate change proposal as the second technical session.
Keith	N	Finances	
Barbara		Climate Change and Resiliency (Tech Initiative)	<p>Is there an issue of the definition of an independent contractor, an intern would be an employee. We structured the scope of work so that she is working on her own. Interns have to do the work for their own educational benefit, not for the benefit of the company. IRS was concerned about it. Similar payment to what Kathy gets. There is not a tax form for interns, she gets a 10-99 not a W-2. Kathy has a company that sends us the bill. Barbara will do some more research. She committed to do so by next week and will send to board/ ask for feedback.</p> <p>As a follow up to our last Board call and a subsequent conversation among, John, Paul and myself regarding key planning for the inaugural AEHS/SURF meeting in Amherst this October (SURF 36). On March 13 Barbara the proposal for a session on climate change and resilience within remediation. Per John and Paul, we're planning on this session to accompany Mike Miller's standard session on Sustainable Remediation at Amherst. Board feedback has been positive.</p> <p>March 9th had TI team conference call and discussed importance of timely completing the TI and communicating our report and follow up action</p> <p>For the National Adaption Forum working session we're prioritizing (1) state initiatives such as Mass and Washington, (2) conceptual site model, (3) social equity and (4) quantifying the value of rehabilitated land.</p> <p>Erin and I discussed potential area speakers for the climate change technical session at AEHS 2017. We also brainstormed partners for a TI pilot project in the Boston Harbor area. Barbara will research the process for SURF applying and managing a grant from public agency and/ or foundation.</p> <p>Following the GSR products/services model, Barbara will a proposal to the Board for an intern to support</p> <ol style="list-style-type: none"> timely completion of SURF Climate Change and Resilience TI Presentation at the major platforms: <ol style="list-style-type: none"> working session on National Adaptation Forum SURF (3,000 members) inaugural AEHS/SURF conference Amherst 2017 communication/fundraising with members, sponsors and donors <p>The intern's work will help demonstrate the importance of SURF given the given the current political climate.</p>
Barbara	N	Social Aspects (Tech Initiative)	
Dormant		Case Studies (Tech Initiative)	Any presenter that presents a case study at a conference a requirement would be to write up a case study. Has EPA given us any? Garth Connor and Elizabeth Reid? Can they help? EPA has 30 plus green case studies. Issue with agencies, they don't know how to handle the sustainable aspect. In SURF 34- who here has a case study they could share? Connect them with how to... keep asking for them to write it up.
Gerlinde	Y	GSR Value	Getting closer, ready to roll with the survey. Matt and she are preparing an update for the mtg. Erin is collecting emails to distribute the surveys. Ask every SURF member distribute to another person. Ask Maile how to make a google poll?
Gerlinde	Y	Communications	Gerlinde now has email responsibilities and Emerald of LinkedIn. Contact Gerlinde if you need to get a message out.
Lindsay	N	Membership	Members are located across the country, more are involved in other organizations at the state level. Look at your own local groups to spark membership. Advocate on behalf of SURF, SURF technical initiatives at professional conferences, other opportunities (Presentations, Posters) SURF membership levels: Regular Member (dues are \$150 annually for new members and \$140 for renewing members), Government Member (dues are \$50 annually), and Student Member (dues are \$25 annually). The term for all classes of Members is February 1 through January 31 of the following year.
Keith	Y	Sponsorship	Got another sponsor that paid, has commitments from a number of others. He is expecting that we will wind up hearing back soon. John and he have reached out to sponsors. Need to figure out what to do with our data. Brainstorming how to enhance the sponsorship benefits. He will be getting an agenda for a meeting discuss.
Barbara	N	Potential Partners	Keith will schedule the Board call to discuss SURF financial sustainability: Barbara will draft an agenda. A key part of that effort is following up on John's email to emphasize "the importance of SURF given the current political climate." As John mentioned on our last Board call, "US green groups have received an "unprecedented" surge in monthly donors and new memberships since the election of Donald Trump as president and the selection of climate skeptic Scott Pruitt as head of the EPA."