

Board of Trustees Call

Date:	4/17/17
Meeting called to order:	2:05 PM CST
Meeting adjourned:	2:57 PM CST

Quorum:	Yes
Approve meeting minutes from:	Lindsay
Motion to approve made by:	Paul
Second made by:	Barbara
All in favor:	ALL
Opposed:	NONE
Approved:	YES

Attendees:	
John Simon, 2017 President	X
Barbara Maco, 2017 Vice President	X
Lindsay Burton, 2017 Secretary	X
Keith Aragona, 2017 Treasurer	
Mike Smitley, 2017 at-large Trustee	X
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?
(Add more rows if needed)	Lindsay	Archive Efforts, technical initiative, have an idea to go get 5 (Maile is forwarding board the article on archiving she referenced)	John has looked into it a little bit, unless someone has the technical resources to do it.. we need to figure out how to archive it. Probably requires some software and a little expertise. John will ask their IT guy. We take action with our archive if it goes down. Mike got stuck at the airport (aka REALLY bored), HT Track software. You can mirror websites really quickly. He downloaded Clu-In. It is saved documents on his external drive. Worth checking out. A website copier. Mike should lead this effort (Barbara nominated). Look into if we need an independent contractor, etc. There have been other organizations and groups backing up federal software (ex. MIT). Lindsay suggests archiving Navy's web information. Mike will look into MIT. Erin knows someone who helped MIT, she will ask him when he gets back. TEAM- brainstorm what other websites. Mike- make sure the Green remediation part is in there. EPA has other (Brownfields program) information.
	Lindsay	What are opportunities that we (SURF) educate the public (free of cost to the public)	Keith likes the idea. He was talking to Nick Garson, he feels pretty disconnected as both a past president and a sponsor. We can show our sponsors what we are doing to push things forward. What can we do to get things out in the social/ public domain? Lindsay- it seems people are pulling away, it might just be that they have done it for so long- run out of steam. Need to reach into their knowledge before they leave. Perhaps a SURF mentoring program/ knowledge transfer. Lindsay write up a short advertisement for the newsletter. We should have a board update in the newsletter. Nick said we should come out with an annual report about the going's on. The plan for the coming year, what we accomplished last year. We had one in 2010... a two pager or a video on board history and bylaws. Can we engage Sue Browning to lead or give insight on compiling the report.
	Lindsay	Use funding to create short 5 minute informational videos? Advocacy.	Lindsay and Gerlinde will look into this. We will talk to Jake about it.
	Paul	Reimbursement for speakers at SURF 34	We said we would cover Lenny Siegel's airfare. We asked him to submit an expense sheet, have not received it. What are our travel reimbursement policies. Keith should have or will receive the invoice. John thinks we approved the travel in meeting minutes. We pre-approved paying for Lenny's travel.

Recurring Updates:			
Responsible Person	Update (Y/N)	Topic	Current Status
John		Independent Contractor update	
Paul	y	AEHS Conference alignment	I'm sure we'll discuss Mike Miller first off; he will be a huge loss to working out the Amherst meeting; let's discuss; A tribute to Mike at the AEHS conference? Paul will put together a list of everything that Mike was doing. Paul will put something in writing and circulate. Will discuss on next meeting. Tom Potter on the board of AEHS volunteered his services in the collaboration interim. There are some time critical aspects coming up. Moving forward- will there be the technical session that Mike was supposed to chair. Someone on the east coast that can go to these meetings? Barbara will send Paul Tom's contact information. Gerlinde do you have an interest in stepping in during the interim? She already knows Tom.
			Tom Potter MASS DEP and SURF member offered to help on SURF technical session at AEHS Amherst 2017; Gerlinde good candidate for SURF on the ground lead
Keith		Finances	
Barbara		Climate Change and Resiliency (Tech Initiative)	11 May is SURF's inaugural session at the National Adaptation Forum, a premier gathering of the adaptation-minded, focuses on issues of the day - established and emerging. https://www.nationaladaptationforum.org/about SURF will facilitate a working session on our technical initiative: Climate Change and Resilience within Sustainable Remediation; https://www.nationaladaptationforum.org/program/thursday/working-groups-and-trainings . Barbara is working with presenters and finalizing presentation. Jake is finalizing outreach via email, Facebook and Twitter
Barbara		Social Aspects (Tech Initiative)	Hiatus until summer
		Case Studies (Tech Initiative)	
Gerlinde	Y	GSR Value	
Gerlinde	Y	Communications	SURF 34 Meeting Follow up - Any communications required?
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		Sponsorship	Rip off the band aid and get the group started. Recruit volunteers. Who wants in? Lindsay, Mike, Barbara, Erin, John
Barbara		Potential Partners	Keith will schedule call to discuss SURF financial sustainability; Barbara's preparing an agenda. One key topic will be strategy development (i.e., outreach on current initiatives such as the National Adaptation Forum working session and targeting investors.)
			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."