

BOARD CALL

Date:	4/22/2021
Meeting called to order:	10:01
Meeting adjourned:	
Quorum:	Yes
Approve meeting minutes from:	
Motion to approve made by:	Betsy
Second made by:	Kyle
All in favor:	
Opposed:	None
Approved:	Yes

Attendees:
 Betsy Collins, 2021-23 President Yes
 Kyle Waldron, 2021-23 Vice President Yes
 Stacey Hellekson, 2021-23 Secretary Yes
 Jason McNew, 2020-22 Treasurer Yes
 Roy Thun, 2019-23 at-large Trustee Yes
 Emerald Erickson, 2020-22 at-large Trustee Yes
 Kristen Thornton, 2020-22 at-large Trustee Yes
 Rob Rebel, 2021-23 at-large Trustee Yes
 Chris Shultz, 2021-23 at-large Trustee Yes
 Kathy Adams Yes
 Matt Ambrusch, 2019-21 President (past President)

- REMINDER - SURF SECRETARY TO CHECK:**
- newsletter sign-ups via website go goes to the Mailchimp MASTER email list. Submissions from the website are also saved in this Google spreadsheet: <https://docs.google.com/spreadsheets/d/1p798dUxaMcJsSmVWFeeBtwEsnUNSGwL9eqYqVL5VwaE/edit?usp=sharing>
 - form block for Technical Initiative/Committee sign ups on the website goes to this Google spreadsheet: <https://docs.google.com/spreadsheets/d/1lW1m3JyXCVDx11GtnKTBRIbllqWj3YBQW6211sKCGO/edit?usp=sharing>
 - New member tracking <https://docs.google.com/spreadsheets/d/1LqTFxWPw2sg17L2UoaDRwJFLeynYdIP3LuPjpcqMU/edit?gid=0>

Recurring Updates: First Meeting of Month			
Responsible Person	Update (Y/N)	Topic	Current Status
Betsy		Review Website Inquiries	one new inquiry (Kalule) Kyle to reach out, Kalule currently not a member
Emerald		Social Media	received proposal from EcoSpear, send to board to review. Need to review budget. Suggest special meeting for focused discussion. Discounted monthly rate, incentive for new membership during a specific period.
Betsy		Website Management	Kyle and Betsy meet with Maile for a few items: Sustrem2022, collateral from TI, Outreach program to consolidate links
Roy		SURF International	
Stacey		Membership	5 new members, working on new member engagement survey, next step renewal engagement survey
Rob		Outreach	Kathy to forward draft case study created during Hassan Amini's presentation to Rob Rebel for follow-up (see action items below). Can we get all presentations from AEHS to post to ClubExpress? - Matt to reach out and ask Look to update existing Case Studies
Chris		Webinar	

Recurring Updates: Second Meeting of Month			
Responsible Person	Update (Y/N)	Topic	Current Status
Betsy		Review Website Inquiries	
Matt		SURF Meeting Planning	
Kathy		Newsletter	Focus to be on AEHS conference, call out to a sponsor's activity/ highlight. Reach out to James at Corvea
Kyle		Technical Initiatives	
Roy		SustRem Planning	Logo created for SustRem, flier for AEHS to include as call for abstracts
Rob		Case Studies	
Jason		Treasurer Update	Shared budget summary from 2016. QuickBooks was previously used, but is not in a working format at this point in time. Using strictly excel now. Lot of cost and income in 2019,2020 from ITRC support. Income from sponsorship has started to lag each year (when the checks come in.) Have a person that is coming on board to replace Jason as treasurer. Need to balance sponsorship cost/profit margins to be consistent across all sponsorship levels. Using full assets as a sponsor currently shows a loss. Discuss break even for membership re: DBG proposal (more discussion in future special meeting). Thought of creating a Sponsorship Coordinator.

New Items to the Agenda:	Name	Topic	Current Status/ Update/ Notes
Sponsor membership allocations within same company	Stacey	Membership	Re: email string from March 30th w/ James Henderson (Corvea). Not sure of final consensus with this. No longer a concern from Corvea. Drop with decision until the issue comes up again (if ever).
Consider modifying membership for Gold, Silver, Bronze	Stacey		Action Item from 3/11: Jason to look at costs of 20 membership vs. 10 membership for company sponsorship. (6,4,2 change from 3,2,1)
SRR - future visioning	Roy/ Emerald		

Action Items from 3/2021 AEHS				
Task	Task Lead	Status	Status	Notes
Newsletter	Kathy Adams		Include resources shared and SETAC special issue in upcoming SURF Break issues.	
Outreach	Rob Rebel, Bret Bergstrom (WYDEQ), Keith Thomsen		Kick off Outreach Team and determine next steps. Establish SURF website as the one-stop clearinghouse for sustainable remediation resources.	What is value of getting in front of an agency? Tabulate state resources. ITRC working on something similar, supposed to be an interactive map. Create a slide deck for SURF benefit to use for agencies, potential sponsors.
Sustainable Remediation Panel	Betsy Collins		Explore option of reinitiating the Sustainable Remediation Panel as part of Remediation.	
Case Studies	Kathy Adams		Forward draft case study created during Hassan Amini's presentation to Rob Rebel for follow-up.	
Webinar Series	Chris Schultz		Hold a webinar on ISRA and other international efforts to help knowledge sharing (Roy Thun, Eric Mielbrecht). Hold a webinar on how to initiate sustainable remediation efforts at your own company (Nick Garson, Jason McNew, Rob Rebel).	maybe a workshop/panel on this.
Big Data Technical Initiative	Kyle Waldron		Determine interest and potential scope; follow up with Stacey Hellekson (she is interested in working on this).	Katie Elich also very interested
Demographics	Kathy Adams	Complete 4/1.	Per a request, determine SURF membership composition. Based on the membership as of March 22nd, the composition is as follows: 3% academia, 25% government, 68% regular (includes consultants, industry, and vendors), 3% retired, and 1% student.	
Email Distribution	Stacey Hellekson Gerlinde Wolf and Kristen Thornton		Follow up with Lara Quetin with above results. Cross check AEHS conference registration list against SURF email distribution list and add individuals not already included.	
Meetings and Programs	Matt Ambrusch		Plan a student outreach event. Contact Cathy Rockwell and Jessica Gattenby for support; both are interested but do not have time to lead.	Humanitarian Engineering @ CO School of Mines
Membership Engagement	Betsy Collins Nicole Tucker and Stacey Hellekson	Complete 4/7	Meet with Nicole and Stacey to discuss ideas and next steps. Create a formal introduction to SURF for new members. (It may be possible to create a customized email within ClubExpress for new members.) Ray Smith may be interested in getting involved. Reach out to new member Maryam Azad (Cascade Drilling). Follow up with Chelsey Shepsko (Sanborn Head); she is interested in getting more involved. Follow up with Bill Butler (ERM); he chatted "Plug me in where you need support. Just need to renew my membership for this year."	Send link to pay, Betsy/Stacey to reach out
Sponsorship	Betsy Collins	Sent 4/8	Follow up with Priscila Vargas de Oliveira (Ramboll), who visited the booth.	
	Jason McNew		Follow up with Alex Jernigan (Gregg Drilling) in a month or so if we do not hear from him.	