

## BOARD CALL

### Attendees:

Date:	11/4/2021
Meeting called to order:	12:05
Meeting adjourned:	1:05 PM

Betsy Collins, 2021-23 President yes  
 Kyle Waldron, 2021-23 Vice President yes  
 Stacey Hellekson, 2021-23 Secretary no  
 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 no  
 Matt Ambrusch, 2019-21 President (past yes

Quorum:	yes
Approve meeting minutes from:	10/7
Motion to approve made by:	Betsy
Second made by:	Kyle
All in favor:	yes
Opposed:	none
Approved:	All

### 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/1p79BdUxaMcJ5SmVWFgeBtwEsnUN5GwL9eqYqVL5VwaF/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/1IW1m3JyXCvVDxj1GtnKTBR1blqWl3YBQW62t1sKCGQ/edit?usp=sharing>
- New member tracking  
<https://docs.google.com/spreadsheets/d/1LqTFxWPwZsg1ZL2UoaDRwjFLeynYdiP3LuPlpjcqMU/edit#gid=0>

Recurring Updates: First Meeting of Month			
Responsible Person	Update (Y/N)	Topic	Current Status
Betsy		Review Website Inquiries	
Emerald		Social Media	DGB - Contract is signed, DGB helping with social media and setting up FlowDesk. Working on getting regular social media posts going. DGB to assist with mass emails previously sent via MailChimp
Betsy		Website Management	
Roy		SURF International	
Stacey		Membership	
Rob		Outreach	
Kathy / Matt		AEHS East	Meeting, conference, and presentations went well. The booth didn't have much traffic. The SURF social was well attended. Almost all the complimentary registrations were used. Some connections Betsy following up with two that reached out to her. Need to work with Kathy regarding people that
Chris		Webinar	Webinar 11/10 ISRA/SustRem Panel - Chris to work with Roy to identify panel speakers. Planning for February timeframe. Chris to check with Trihydro availability. John Freeman interested in speaking Wayne Jones with Shell (Gerlinde may be able to assist with contacting)

Recurring Updates: Second Meeting of Month			
Responsible Person	Update (Y/N)	Topic	Current Status
Betsy		Review Website Inquiries	
Matt		SURF Meeting Planning	
Kathy		Newsletter	
Kyle		Technical Initiatives	
Roy		SustRem Planning	Next steps are connecting with Brenna after AEHS East
Rob		Case Studies	
Jason		Treasurer Update	
New Items to the Agenda:			
Name	Topic	Current Status/ Update/ Notes	
SURF Sponsorship and member d	Kyle	Sponsorship costs vs revenue	Adjusting sponsorship costs Increase Bronze and Silver Sponsorship costs by \$500 and add 2 AEHS registrations for Gold only (1 East 1 West) Kyle to send out cost breakdown sheet
SURF Elections	Betsy	Upcoming possible elections	Need to work with Stacy/Kathy/ others
Battelle Conference in March	Roy	Possible SURF Booth	Battelle has a lot of reach - is this something SURF should look into hosting a booth. Look into if SURF could staff. Revisit on

Action Items from 10/2021 AEHS				
Task	Task Lead	Status	Status	Notes
FlowDesk vs Mail Chimp discussion with Gerlinde	Emerald			Discussion with Gerlinde and DGB, DGB proposal listed Mail Chimp in proposal. Why transition to FlowDesk. DGB recommended Flow Desk for use of additional functions. What are the added benefits to FlowDesk? Plan is for Jason to Cancel the year payment with
SURF Sponsorship	Kyle	Kyle to email out cost sheets for changes		
SURF Sponsorship	Emerald	Emerald to notify DGB about potential student membership cost changes		
SURF Elections	Betsy	Reach out to Stacy/Kathy/others regarding possible elections		
Battelle Conference in March	Roy	Research costs to revisit during next meeting.		