

**BOARD CALL**

Attendees:

Betsy Collins, 2021-23 President Yes  
 Kyle Waldron, 2021-23 Vice President No  
 Stacey Hellekson, 2021-23 Secretary Yes  
 Jason McNew, 2020-22 Treasurer No  
 Roy Thun, 2019-23 at-large Trustee Yes  
 Emerald Erickson, 2020-22 at-large Trustee Yes  
 Kristen Thornton, 2020-22 at-large Trustee No  
 Rob Rebel, 2021-23 at-large Trustee No  
 Chris Schultz, 2021-23 at-large Trustee Yes  
 Kathy Adams Yes  
 Matt Ambrusch, 2019-21 President (past No

Date:	12/16/2021
Meeting called to order:	10:05
Meeting adjourned:	
Quorum:	Yes
Approve meeting minutes from:	December 2nd
Motion to approve made by:	Betsy
Second made by:	Roy
All in favor:	all
Opposed:	none
Approved:	Yes

**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/1p79BdUxaMcJsSmVWFaeBtwEsnUNSGwL9eqYqVL5VwaE/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/1lW1m3JyXCvVDxj1GtnKTBR1blqWl3YBQW62t1sKCGQ/edit?usp=sharing>
- New member tracking <https://docs.google.com/spreadsheets/d/1LqTFxfWPw2sq1ZL2UoaDRwjFLeynYdiP3LuPljicqMU/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 need from us: list of what members can get when joining SURF; December draft started for newsletter; send new members from September through end of December to DGB;
Betsy		Website Management	
Roy		SURF International	swag - maybe a shirt with logos, look to DGB for potential
Stacey		Membership	
Rob		Outreach	
Kathy / Matt		AEHS West	Now all virtual
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	
Kyle		Technical Initiatives	
Roy		SustRem Planning	
Rob		Case Studies	
Jason		Treasurer Update	

**New Items to the Agenda:**

Name	Topic	Current Status/ Update/ Notes
Membership Meeting	Kathy	Notes and Action Items Membership meeting notes are complete and will be posted on ClubExpress by tomorrow. Includes list of participants in meeting - do we want to reach out to these folks? Action items from meeting are as follows: <ul style="list-style-type: none"> <li>• Contact Rick Wice about potential guest lecture opportunities at Carnegie Mellon University (Matt Ambrusch?).</li> <li>• Consider organizing a virtual SURF Social in between meetings (or a SURF Holiday Party) (TBD).</li> <li>• Conduct follow-up activities about interest in new SURF TI associated with ESG practices and sustainable remediation (Kyle Waldron).</li> <li>• Send Nicole Tucker name and contact information of SURFer who could participate in Suds and Science, a public outreach event held March 2022 in San Diego, California (Betsy Collins).</li> </ul>
SURF Sponsorship and member cost changes	Kyle	Sponsorship costs vs revenue
SURF Elections	Betsy	Upcoming possible elections Getting documentation for change in bylaws for 2-yr term. Move timing of elections to sync with membership year (Feb.1). Typically nominations start Nov. 30 through end of year. End of Jan. announce. Stacey to reach out to Cathy Rockwell to get the process from last year, including what "at-large" description is.
Battelle Conference in March	Roy	Possible SURF Booth

**Action Items from 10/2021 AEHS**

Task	Task Lead	Status	Status
FlowDesk vs Mail Chimp discussion with Gerlinde	Emerald		
SURF Elections	Betsy	Reach out to Stacy/Kathy/others regarding possible elections.	
Battelle Conference in March	Roy	Research costs to revisit during next	Not accepting any additional sponsorships.