

## 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 Yes  
 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 Yes  
 Chris Schultz, 2021-23 at-large Trustee No  
 Kathy Adams No

Nikki Peck, 2022-24 Treasurer Yes (not voting today)  
 Nicole Tucker, 2022-2024 at-large Trustee Yes (not voting today)  
 Scott Anderson, 2022-2024 at-large Trustee Yes (not voting today)

Date:	2/24/2022
Meeting called to order:	10:00
Meeting adjourned:	
Quorum:	Yes
Approve meeting minutes from:	2/10
Motion to approve made by:	Betsy
Second made by:	Chris
All in favor:	Yes
Opposed:	none
Approved:	Yes

**REMINDER - SURF SECRETARY TO CHECK:**

1. 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/1p79BdUxaMcJsSmVWFgeBtwEsnUNSGwL9eqYqVL5VwaE/edit?usp=sharing>

2. form block for Technical Initiative/Committee sign ups on the website goes to this Google spreadsheet:

<https://docs.google.com/spreadsheets/d/1IW1m3JyXCVVDxj1GtnKTBRT1blqW3YBOW62t1skCGQ/edit?usp=sharing>

3. New member tracking

<https://docs.google.com/spreadsheets/d/1LqTFxfWPw2sg1ZL2UoaDRwIFLevYdiP3LuPlpjqdMU/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 to join tent. 3/10 board meeting to give update and discussion. Getting close with T-shirts for SustRem. Plenty of content for posts. Transition plan w/ Emerald not on board. Emerald to continue to work with DGB, new board member to become more involved to keep the board up to date. Maybe Tucker to be this person - need to discuss to see her interest.
Betsy		Website Management	
Roy		SURF International	
Stacey		Membership	
Rob		Outreach	
Kathy / Matt		AEHS West	No significant updates. General AEHS conference, SustREM shout out. Do we want to do a social? Time zone battle with international attendees.
Chris		Webinar	Work with Roy for April webinar panel; may need support for moderation. Maybe Ramboll on SURE tool, maybe another with interest. Goal is quarterly, focus on sponsors or members first, but not a must.

**Recurring Updates: Second Meeting of Month**

Responsible Person	Update (Y/N)	Topic	Current Status
Betsy		Review Website Inquiries	Introduction of new board Members: Nikki Peck, Nicole Tucker (Tucker), and Scott Anderson
Matt		SustRem Planning / SURF membership meeting	Access to a SURF booth, work with Kathy to populate. Access to Pathable Host SURF membership meeting, Tuesday (5-6 EST) - Discussion on Env. Social Justice of ESG. Reach out to Matt for comp code. Need membership meeting link to register (Jason to support Kathy).
Kathy		Onboarding	new emails, Jason to transfer secretary email to Nicki, Betsy to connect one on one
Kyle		Technical Initiatives	
Roy		SustRem Planning 2023	Alga representative free advertising? Some presentation at our membership meeting. Maybe pre-record due to time difference.
Emerald			T-shirt options, need to work out drop-ship or order options, check on minimums per product.
Jason / Nikki		Treasurer Update	Sponsorship status - payments coming in. (\$20k received, expect another \$25k). Take a look at Team's site for sponsors we need to contact still. Stacey to reach out to Luke P. for bp sponsorship. \$94k in account which is typical for timing this year. Invite to Teams page and Board only channels.
Kathy		The Law	Topic 1) 2019 Amendments were approved by members but never documented. (change to the 2 year term). Completed - no action needed Topic 2) Right now the bylaws say we have an annual meeting in January (in person). In general its not reflective of our current process.

New Items to the Agenda:	Name	Topic	Current Status/ Update/ Notes
Membership Meeting	Kathy	Notes and Action Items	
SURF Sponsorship and member cost changes	Kyle	Sponsorship costs vs revenue	
SURF Elections	Betsy	Upcoming possible elections	
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		
Battelle Conference in March	Roy		