

Board Call

Date:	3/30/18
Meeting called to order:	1 pm EST
Meeting adjourned:	2 pm EST

Attendees: Present?

Gerlinde Wolf, 2018 President X
 Matt Ambrusch, 2018 Vice-President X
 Cathy Rockwell, 2018 Secretary X
 Jason McNew, 2018 Treasurer X
 Paul Hadley, 2017 at-large Trustee X
 John Simon, 2017 Past President X
 Mike Smiley, 2017 at-large Trustee X

Quorum:	Yes, 7 in attendance
Approve meeting minutes from:	--
Motion to approve made by:	--
Second made by:	--
All in favor:	--
Opposed:	--
Approved:	--

New Items to the Agenda:	Name	Topic	Current Status/ Update/ Notes
Board Meeting date/time	Gerlinde	Board calls - every other Friday at 1 pm	Due to Battelle Chlorinated Conf week of April 13 - Gerlinde will schedule next Board mtg for April 20
Treasurer Update	Jason	Budget summary, sponsorships, etc.	Still in transition of role from Keith, Keith pulling files from dropbox to google docs, hope to have in next week, in interim working with Cathy on membership, sponsorships coming in - need to update updated list on webpage, Paul to notify ITRC that government members are free for 2018 (and proposes for 2019); govt change on website not set up yet- still shows previous cost, Discussed what team would like for board calls - provide total funds available, sponsorship update, anyone new or is list low/smaller- meetings provided future projections in past
Membership Software	Gerlinde	Use of Wild Apricot Membership Management Software	https://www.wildapricot.com/ Transitions easier between new board members, allows board members to focus on other areas, including reaching out to past members to renew (Cathy/ Jason). Feedback from CA mtg - communications - registering, when are meetings, this could help with improving that (Matt). Gerlinde proposing to move our current list into trial run with wild apricot - find out if we can export excel file routinely in event we want to discontinue, can help us better track membership from one year to the other (has involvement with AEHS helped?), check with Maile on payment platforms, schedule time to discuss with Maile on this integration with updated website (Gerlinde, Cathy, Jason)
Reg. outreach	Paul/Mike	Visit to Alabama DEM being planned - need vote on expenses (about \$1000.00 for each of us); cost for Paul going to ITRC in April has already been approved	onsite training interest on SURF and SR in June, Paul agreed to present, another person can join to present (resiliency discussion) - Jason interested; \$2k for 2 people, estimate \$3k with a third, options on dates - June 21, 27, 28, Motion to utilize funds made by Gerlinde to vote that up to 3 people will be supported for travel funds up to \$3k to present at Alabama DEM, Cathy second, VOTE: all in favor, no opposed
SURF international Support	Gerlinde on behalf of Barbara	SURF International Support - \$1,000 of funding needed - Vote during meeting	(approx.) \$832 (600#). Paul motioned to authorize payment to support SURF international at approx. \$832 (what we are billed) that we pay and participate, Gerlinde second, VOTE: all in favor, no opposed. Gerlinde to reach out to Barbara about approval.
Board Meeting Notes	Gerlinde & Cathy	Decide on format for SURF Board Notes moving forward, also need to update them online	Cathy/ Gerlinde to discuss meeting minutes format; works during meeting but not great for posting online - helps with transparency; Cathy to send out reminder before each meeting to review previous notes in google docs, reformat google doc so easy to use during meeting and post pdf
SURF website updates	Gerlinde	SURF Website very out of date with sponsors, info and board list. Also need to coordinate with Maile for overall website update.	Gerlinde to update board list, Jason looking at sponsors
draft Personal Conduct Policy	Paul	Draft Personal Conduct Policy	No current policy, drafted version from ITRC, discussed/ presented in San Diego, one comment to highlight no marketing. All board to review, provide any comments to Paul - then to attorney to review and then we adopt. Open each mtg with reminder that SURF meeting is not to conduct business and review personal conduct policy. Cathy to add to front part of agenda.
Reimbursement Procedure	Matt	What is the procedure for receiving reimbursement from SURF	Get form from Keith for reimbursement and then Gerlinde and Jason to approve form
9th National Summit	Matt	National Summit on Coastal and Estuarine Restoration and Management	www.estuaries.org/summit and https://www.estuaries.org/2018-summit-general-info All to review for future discussion
CCLR	Matt	Potential partnership?	center for creative land recycling - opportunity to partner; All to look at what the organization does
AEHS Fall 2018 Abstracts	Matt		Discussed ranking system for abstracts; conference alignment team - if anyone interested to review, reach out to Gerlinde, April 5th planning meeting
SURF Mtg Summary	Matt	Summary of recent SURF meeting to board (overview)	Matt provided overview of mtg, many felt mtg has shifted to more of an open board mtg - Jake facilitated exercise to have all provide positive aspects to SURF and areas to improve, communications is an area many thought could improve. Matt to reach out to Kathy Adams on status of meeting minutes and to send them out to the board. Topic for next meeting to review feedback from recent SURF mtg in San Diego.
2018 SURF Sponsorship Logo	Matt		
Recurring Updates:			
Responsible Person	Update (Y/N)	Topic	Current Status
John		Independent Contractor update	
Paul/Gerlinde/Matt	Y	Conference alignment	need to decide about Amherst Conference; planning meeting for 2018 Amherst Conference is in 2 weeks; Gerlinde is going to attend (see above for additional discussion); \$10k AEHS conf sponsorship (per conf), Need to provide session structure by first board mtg in May
Jason	Y	Finances	Provided update as part of Treasurer Update summarized above.
Barbara		Climate Change and Resiliency (Tech Initiative)	
Erin Healey		Social Aspects (Tech Initiative)	
Amanda McNally		Case Studies (Tech Initiative)	
Gerlinde		GSR Value	
Gerlinde		Communications	
Cathy/ Jason		Membership	
Jason	Y	Sponsorship	Provided update as part of Treasurer Update summarized above.
Barbara		Potential Partners	
		International	
Paul/Mike/Keith/Lindsay	Y	Survey of former SURF members	We have cursory mailing lists from prior years - need most current list of SURF membership