

Board Call

Meeting Reminder: SURF meetings are not a time for marketing and/or conducting business

Date:	6/29/18
Meeting called to order:	1:05 PM
Meeting adjourned:	1:50 PM

Attendees: Present?
 Gerlinde Wolf, 2018 President Yes
 Matt Ambrusch, 2018 Vice-President Yes
 Cathy Rockwell, 2018 Secretary Yes
 Jason McNew, 2018 Treasurer Yes, 1:15 PM
 Buddy Bealer, 2018 at-large Trustee Yes
 Paul Hadley, 2018 at-large Trustee --
 Erin Healey, 2018 at-large Trustee --
 Mike Smiley, 2018 at-large Trustee Yes, 1:20 PM
 Lynn Tucker, 2018 at-large Trustee --
 John Simon, 2017 Past President --
 Kathy Adams Yes

Quorum (need 5):	Yes
Approve meeting minutes from:	6/15/18
Motion to approve made by:	Gerlinde, 1:22
Second made by:	Matt
All in favor:	all
Opposed:	none
Approved:	Yes

New Items to the Agenda:	Name	Topic	Current Status/ Update/ Notes
Reg. Outreach	Buddy/Paul	SURF/ITRC co-project	ITRC and SURF will develop a proposal for ITRC team on resilience. Buddy, Barbara, and Paul H collaborating on this effort. Idea recieved sponsorship from NJ and MA. This will be a 2019 project, looking for approval and work may start prior to 2019. Idea to open it up to SURF members for the consultant management aspect of the project. (note consultant must be ITRC member)
Reg. Outreach	Jason/Paul	ADEM talk	Jason and Paul met with 10 folks at ADEM for 40 min, discussed membership (free), client resiliency work that's going on, felt it was worthwhile, interested in sitewise info discussed in case studies - offered intro if they were interested. Jason has a recorded webinar (from internal) and could share that or do a live one.
Meetings Planning Help	Gerlinde	Meetings Support from Kathy	Asking for 1 to 3 hr/ month of Kathy Adams support, includes being on calls, etc. Gerlinde and Matt to look at contract with Kathy; vote on next call after review of contract.
SURF Org. Chart	Gerlinde/Cathy	Needs to be Updated	Cathy sent link to group 6/28 and pdf of draft version - no additional comments, will finalize and upload to website (completed 7/2)
Fall 2018 AEHS Conference	Matt	Complimentary AEHS Registrations and booth support from Kathy?	Confirmed we have 10 complimentary registrations, sponsors would get first preference at them, Matt to get promo code from AEHS for sponsors to use when registered, AEHS to cover first 10 and SURF to cover rest at reduced rate - # registrations per sponsor related to the sponsorship level, booth next to door and Kathy Adams to help cover the booth during the conference.
Spring 2019 AEHS Conference	Matt	Sponsor and booth?	Discussed when to agree to partner/ sponsor at AEHS, Gerlinde mentioned considering waiting till after the next meeting (AEHS has been flexible in past), discussed pricing - Matt to pass around via email to board, ease of logistics of partnership is so great to meeting committee but should evaluate options, discussed input from past meeting and what would be incorporated into the fall - more a discussion/ panel, clarity of when/where the technical sessions would be, schedule of SURF mtg vs. overall AEHS conference, Kathy A noted some additional items - have SURF meeting sign up with conference registration that can link to our webpage. Gerlinde/ Matt to discuss with AEHS team.

Recurring Updates:			
Responsible Person	Update (Y/N)	Topic	Current Status
Jason		Treasurer Update	
Gerlinde/Buddy		10 year white paper	
Buddy	Y	SR promotion/advocacy	Consider refresh of advocacy role - Buddy developing list of possible ideas/options to discuss on call
Gerlinde	Y	Communications	Summer update email sent to general mailing list on 6/15/18. Board will start to send out more regular email updates.
John		Independent Contractor update	
Paul/Gerlinde/Matt	Y	Conference alignment	see above
Barbara		Climate Change and Resiliency (Tech Initiative)	
Erin Healey		Social Aspects (Tech Initiative)	
Amanda McNally		Case Studies (Tech Initiative)	
Gerlinde		GSR Value	
Cathy/ Jason		Membership	
Gerlinde	Y	Use of Club Express membership management	Gerlinde to send invite to membership team for next Tuesday at 2 pm EST, goal of setting it up and linking it at or before AEHS so we can use it to sign up for fall SURF meeting
Jason		Sponsorship	
Gerlinde		SURF Website update	
Barbara		Potential Partners	
Paul/ Jason		Regulatory outreach	ADEM visit completed, see above
Paul	Y	Draft Personal Conduct Policy	let's make an effort to take this back up in August to finish a month before Amherst mtg. Kathy to send out updated version to board to review prior to next call with ultimate goal of posting on website.

Add budget here (not pdf'd)