

Board Call

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

Date:	8/30/18
Meeting called to order:	1:03 PM
Meeting adjourned:	1:52 PM

Quorum (need 5):	Yes
Approve meeting minutes from:	8/10/18
Motion to approve made by:	Cathy
Second made by:	Jason
All in favor:	Yes
Opposed:	None
Approved:	Yes

Attendees: Present?

Gerlinde Wolf, 2018 President Yes
 Matt Ambrusch, 2018 Vice-President Yes
 Cathy Rockwell, 2018 Secretary Yes
 Jason McNew, 2018 Treasurer Yes
 Buddy Bealer, 2018 at-large Trustee No
 Paul Hadley, 2018 at-large Trustee Yes
 Erin Healey, 2018 at-large Trustee Yes
 Mike Smiley, 2018 at-large Trustee Yes
 Lynn Tucker, 2018 at-large Trustee No
 John Simon, 2017 Past President Yes
 Kathy Adams No

New Items to the Agenda:	Name	Topic	Current Status/ Update/ Notes
AEHS/Conference Alignment	Matt/Gerlinde/ Paul	Status update	In good shape for fall conference/ meeting, working on reviewing submitted abstracts, haven't committed to Spring conference/ meeting until the fall conference/ meeting. Paul will touch base/ follow-up to make sure this works. Looking to see how the panel discussion works out for this upcoming fall to see how it goes, hoping to get future topics out of it.
March 2018 SURF Meeting Minutes	Cathy/Kathy A	Posting of meeting summary on website	<u>Registration for fall meeting</u> Can we distribute the draft meeting minutes from the SURF meeting in March again to this group to review, update, and finalize to post on the website? Last in person SURF meeting minutes that were posted was back in 2015... http://www.sustainablemediation.org/surf-meeting-minutes/ Matt to reach out to Kathy Adams - set up time to discuss what effort remaining for finalizing board meeting minutes with Jason, Cathy R
Updated website	Cathy	Member only pages	Any page on the new website can have access permissions (view or admin/edit), but not at the level of individual logins/passwords, which I think is a good thing. Cathy R to send out link Maile sent with draft website updates. All to review and provide edits, suggestions, what pages should be member only, etc. Cathy R to start google sheet to facilitate consolidation of comments. DEADLINE TO REVIEW AND PROVIDE COMMENTS BY THIS FRIDAY - AUGUST 31 - INITIAL REVIEW FOR LOOK/ FEEL
Executive Board	Paul	Board term limits	Keep momentum from year prior, elections take a bit of effort. <u>Add discussion to next board call.</u> Paul - President stay at a year, but other executive positions shift to 2 year
Sustainable Remediation presentation in China	John S	quick update	Recap of his trip, gave presentation of sustainable remediation in US which was well received (Conference at university). Of note, Chinese govt pushing remediation, so research is expanding and a lot of attention put on it.
Membership outreach	--	Outreach	Wait till Club Express rolled out for email blast and promoting free government membership Use ITRC SR group for promotion of SURF membership in future - Paul
Recurring Updates:			
Responsible Person	Update (Y/N)	Topic	Current Status
Jason	Y	Treasurer Update	Received proposal for tax services, requested not to exceed amount and rates, sent to Keith for review.
Gerlinde/Buddy	Y	10 year white paper	Progress going well, starting writing this week. Aiming for spring or summer for Remediation Journal for publication. Will look for support from John S - Feb 1 deadline for Summer issue. Longer the text, more lead time needed.
Buddy		SR promotion/advocacy	
Gerlinde	Y	Communications	Next newsletter drafted and email to go out soon. <u>Meet the Board follow-up - consider referencing newsletter blurb about each of the board members in email transmission.</u>
John		Independent Contractor update	
Paul/Gerlinde/Matt	Y	Conference alignment	See above
Barbara	Y	Climate Change and Resiliency (Tech Initiative)	Draft expected from Barbara later this week; <u>if we don't hear back, Erin will reach out to Tom Potter at MassDEP</u>
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	<u>Gerlinde to schedule call at 2 pm Wednesday EST with Club Express committee. All need to approve look/ feel of draft website and can align with Club Express page. Discuss registration for SURF meeting and dinner (payment).</u>
Jason		Sponsorship	
Gerlinde		SURF Website update	
Barbara		Potential Partners	
Paul/ Jason		Regulatory outreach	
Cathy/ Paul	Y	Personal Conduct Policy	Updated code of conduct posted to website August 21, 2018 under member resources/ board documents/ administrative documents

Add account balance here (not pdf'd)
 will provide update next call (~ \$100k)