

BOARD CALL

Attendees: yes/no

Date:	4/13/23
Meeting called to order (time):	8:05 AM PST
Meeting adjourned (time):	

Gerlinde Wolf, 2023-25 President yes
 Katie Elich, 2023-25 Vice President yes
 Paige Molzahn, 2023-25 Secretary yes
 Nikki Peck (2022-24) Treasurer
 Scott Anderson, 2022-2024 At-Large Trustee yes
 Ira May, 2023-25 At-Large Trustee yes
 Jay Smith, 2023-25 At-Large Trustee yes
 Evan Starr, 2023-25 At-Large Trustee no
 Nicole Tucker, 2022-2024 At-Large Trustee yes
 Betsy Collins, Past SURF President 2021-23 yes
 Kathy Adams yes

Quorum? (Y/N; need 5 BOT members):	Y
Approve meeting minutes from (date):	3/30/23
Motion to no longer approve meeting minutes:	Gerlinde
Second made by (name):	Scott
All in favor? (Y/N or number):	Y
Opposed? (Y/N or number):	
Approved? (Y/N or number):	

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/1p79BdUxaMcJs5mVWFgeBtwEsnUNSGwL9eqYqVL5VwaE/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/1IW1m3JyXCVDxj1GtnKTBR1blqW13YBQW62t1sKCGQ/edit?usp=sharing>
- New member tracking - UPDATE LINK
<https://docs.google.com/spreadsheets/d/1LqTFxfWPw2sg1ZL2UoaDRwjFLeynYdiP3LuPlpjcqMU/edit#gid=0>

Responsible Person	Update (Y/N)	Topic	Current Status
Gerlinde/Katie		Review Website Inquiries (see links in Column E, top rows)	Gerlinde/Katie checking sites Gerlinde compare newsletter list to membership list. Gerlinde to resume new member email (Paige to send new members list) there may have previously been a new member survey (Tucker can check), Betsy has a canned 'welcome to SURF' email example in the sent folder of the president email account New link for the membership list to be added
Nikki	Y	Website Redesign	Gerlinde To ask Nikki/Kyle, Betsy can support as needed - in discussion, confirm whether club express will remain or if new website will replace this tool (received an email from team asking for an update on the website) -DBG to post about AEHS East
Tucker		Social Media/Marketing	No response from DBG on photos. DBG wants to know if anyone wants a copy of the Social Media analytics (Tucker to add Paige to this email). Tucker will follow up on photos at the next meeting and post the analytics on the share drive
Jay		SURF International/Outreach	Involve Roy as needed industry outreach (Jay) vs. academic outreach: Jay compared AEHS West attendance list to SURF membership list for industry potential outreach Gerlinde/Jay to work on doodle for scheduling coordination Ira will compare AEHS West attendance list to SURF membership list for government employees and reach out to involve more government employees (could mention EJ initiative, Tucker to send Ira a few sentences) Jay reached out to Breanna to discuss, no response to date Jay will follow-up Tucker to talk to Laurel might also have some interest, keep outreach as separate initiative for future meetings
Paige		Membership	Alex Jernigan is a member now; Paige adjusted email and updated profile - NFA. Paige sent new member list to both Gerlinde and Tucker. Paige/Gerlinde/Tucker review full membership list - Paige to set up a call.
Kathy/Tucker/Katie/Paige/Ira/Jay	Y	AEHS	Follow-Up Items from AEHS West -would be helpful to get attendance lists from the conference - potentially attendance list for each session Gerlinde to ask Brenna about the potential for this (add a hardcopy sign in sheet in each session) -AEHS feedback - people asking what do we do at SURF, consider a webinar/full membership virtual meeting -See Action items tab: reach out to EcoSpears to see how they designed their booth (they are able to carry theirs on like luggage), Kathy will get the pricing information for booth upgrades and current shipping costs AEHS East Coast planning and abstract review starting up now - Gerlinde attended meeting about East Coast planning meeting, no new meeting information yet. SURF Meeting Planning Committee - coordinates conference specifics (Gerlinde, Scott, Matt, Betsy, Kyle) Spreadsheet summary of who on the board is working on what committees/tasks, pull the slide from the membership meeting about current initiatives (Katie to add a summary tab to this spreadsheet) Abstract review underway, if anyone knows a talk we could still have invited speakers, deadline May 26th. GSR/CCR topics were a bit light so we could use 1-2 more invited speakers. Anyone have any panel ideas? Or workshop ideas? Consider industry specific panel, pending interest/involvement Brenna sent sponsorship request, Gerlinde will respond yes Academic involvement at AEHS East - Gerlinde could connect with Clarkson, Jay could connect with his contacts

Scott		Conferences	<p>Scott to give update about the other two conferences? Georgia/Tennessee</p> <p>-is SURF going to attend? can anyone attend? We have a booth space</p> <p>-Betsy/Ira could go if funded by SURF - Georgia (August 23-25)</p> <p>Scott to check in with Nikki on availability for Tennessee - if she cannot, we will pass on this one</p> <p>Continue conversation on SURF attending conferences outside of AEHS, do we have a budget for this? Is there value in this? Are there other conferences we should consider? We did include some conference attendance in this years budget, can confirm those allowances. Scott will touch base with Nikki on this topic</p>
Chris?	Y	Webinar	<p>Chris is not available for the next month or two but still wants to assist. Provided a follow-up email with ideas. Betsy did as well. Chris expressed a need for better review of the webinars prior to the presentation to check that self promotion is more limited.</p> <p>Need to consider a June deadline for the next webinar since the last one was in February.</p>
Katie and TI Leads		Technical Initiatives / Meetings	<p>Board to think of topics and ideas for future initiatives:</p> <ul style="list-style-type: none"> -climate resiliency -webinar on new regulations -what do we do at SURF (full membership meetings/virtual) - two virtual membership meetings on the off-season of AEHS -outreach initiative - industry member pulse on sustainable remediation (Jay), from results plan engagement on industry side -re-present some of the AEHS talks during off-season (maybe July) meetings for those that could not attend (virtual) - Katie will think about this <p>start discussing these at the next meeting</p> <p>Ideas: Is there a better way for environmental metric tracking? (SiteWise Tool Update??)</p>
Betsy / Nikki		Sponsorship	<p>Exxon Mobil name was not on sponsorship poster - get the contact information, Betsy to continue this conversation</p>
Nikki		Treasurer Update	