

BOARD CALL

Attendees: yes/no

Date:	6/22/23
Meeting called to order (time):	8:04AM PST
Meeting adjourned (time):	8:59AM PST

Gerlinde Wolf, 2023-25 President yes
 Katie Elich, 2023-25 Vice President yes
 Paige Molzahn, 2023-25 Secretary yes
 Nikki Peck, 2022-24 Treasurer yes
 Scott Anderson, 2022-2024 At-Large Trustee no
 Ira May, 2023-25 At-Large Trustee yes

Quorum? (Y/N; need 5 BOT members):	Y
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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 no
 Kathy Adams 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/1p79BdUxaMcJs5mYWFgeBtwEsnUNSGwL9eqYqVL5YwaE/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/1IW1m3JyXCvVDxj1GtnKTBR1blqWl3YBQW62t1sKCGQ/edit?usp=sharing>

3. New member tracking - UPDATE LINK

<https://docs.google.com/spreadsheets/d/1LqTFxfWPwPw2sg1ZL2UoaDRwjFLeynYdiP3LuPlpjcqMU/edit#gid=0>

Responsible Person	Update (Y/N)	Topic	Current Status
Gerlinde/Katie	Y	Review Website Inquiries (see links in Column E, top rows) / Membership	Gerlinde/Katie checking sites. Kathy compared newsletter list to membership list. There are 19 current members that are not on the newsletter distribution list. Gerlinde to resume new member email (Paige sent new members list). There may have previously been a new member survey (Tucker can check). Canned 'welcome to SURF' email example is in the sent folder of the president email account. New link for the membership list to be added. Has this been done?
Nikki		Website Redesign	Gerlinde has been in touch with Code Cloud. Website design is complete and ready for development. Production is ~2 months and will require close contact with a SURF Team member for questions. Gerlinde can be the point of contact. Gerlinde confirmed that the new website will get rid of the need for club express. Code Cloud will have a training session that is recorded when the website is complete and will allow SURF to do our own regular updates/postings. Goal is to have us do the majority of our own website maintenance. Nicole received invoices from Code Cloud - Gerlinde and Nicole to go over invoices and get update on upcoming payments. Kathy sent email to Kyle/Gerlinde (cc'd EJ TI leaders) to start conversation around "live"/interactive document upload capabilities. Pending this response, we'll decide if we can start production.
Tucker	Y	Social Media/Marketing	AEHS photos were uploaded to the SURF Media Google Share drive. DBG is planning to resume the Member spotlight. Any suggestions? DBG manages the newsletter distribution list. Kathy will send DBG active members that are not currently on this list
Jay		SURF International/Outreach	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. Still pending on Jay's end. 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 Moak to discuss academic outreach - Jay discussed with Breanna, she is interested in this. Gerlinde to reach out to her to discuss (moakbd@cdmsmith.com). Gerlinde/Jay to chat with James at upcoming conference about increasing student involvement. Jay spoke to Maria and James Henderson about the potential for a Kickstarter program at the East Coast. Kickstarter matched mentors with grad students. They did express interest in this, James has Gerlinde email to reach out. Tucker talked to Laurel - she has interest in the EJ initiative and will be joining that call. Interest in future education work.
Kathy/Tucker/Katie/Paige/Ira/Jay	Y	AEHS	<u>Follow-Up Items from AEHS West</u> -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: Pricing information for booth upgrades: see 5/25/23 Shipping costs: See 5/25/23 Board voted to approve purchase of 2 new booths - Kathy to pull together options from companies/costs and work with Scott/Ira for content. Letter of thanks to Bridgette DeShields and complimentary SURF membership - Board approves membership. Gerlinde and Kathy edited and Tucker sent to Bridgette. Need to forward Tucker's email with attachment to AEHS contact - Gerlinde to forward. <u>AEHS East Coast</u> planning and abstract review underway. Next up is SURF meeting content ideas. 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) - see Tasks/Initiatives tab added Brenna sent sponsorship request, SURF Sponsorship at Partner level and contribution to the student paper is all set.

			<p>Academic involvement at AEHS East - Gerlinde could connect with Clarkson, Jay could connect with his contacts</p> <p>Any ideas regarding SURF membership meeting topics for AEHS east; general discussion following AEHS west was that turnout was high, but very content heavy - would like future meetings to be more interactive; need to focus in on objectives of these meetings; also want to rethink happy hour location, make it more accessible; could add discussion of TI at member meeting and provide opportunity for discussion/input for EJ and potentially biodiversity discussion (reach out to Sabine?); Plan to discuss this more during our next board call, Tucker talked with EJ group and Katherine Blair (?) said she could attend and present.</p> <p>Also give some thought to virtual meetings during off-season and adding online component to AEHS meetings; would be beneficial to include. Gerlinde to discuss with Brenna (AEHS) to talk about adding a virtual options for the SURF membership meeting.</p>
Scott		Conferences	<p>Board voted to approve sending two people to Georgia conference (August 23-25)</p> <ul style="list-style-type: none"> - Ira to attend - Betsy to attend - Scott may have a free registration for someone else through H&A - Scott to look into this - Kathy to coordinate with Mark Thomas regarding booth shipping - ship to Betsy <p>Some budget available for conference attendance through SURF</p> <p>Should we consider the Battelle bio/sus conference for future attendance? Historically this has been out of our price range, but worth checking again - Jay will reach out to Rick about costs</p>
Betsy / Gerlinde		Quarterly Webinar	<p>Next webinar: June 13, 2023, Climate Resilient Remediation, 12:00 PM MDT. Registration link available: https://register.gotowebinar.com/register/1277381154349521749 - great attendance! Recording provided, to be uploaded to the YouTube page - maybe Betsy/Kyle know how to do that, Kathy will support this</p> <p>Ideas for next webinar (shooting for end of summer): (1) Steve at Battelle next week to see if he is interested in presenting on that bio vent to enhance NS2D paper he did with API; (2) Paige - ESG 101 - use PPT from AEHS West 2023; (3) Elizabeth Bishop (H&A) was interested - Scott can you follow up; (4) SuRF-UK published a bulletin entitled How Sustainable Remediation Concepts Align with ISO 14001:2015 Environmental Management Systems (needs someone to follow up)</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 (been done before/a lot) -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 -Previous TI example - comparison of foot printing tools, no updates needed at this time <p>start discussing these at the next meeting</p> <p>Ideas: Is there a better way for environmental metric tracking? (SiteWise Tool Update?)</p> <p>BIODIVERSITY</p> <p>priority metrics: biodiversity impacts (how to talk about this? resource use 9 planetary boundaries categories?)</p> <p>metrics compared to UN SDGs? can be cherry picked, might want to avoid.</p> <p>Ecosystem services (valuation)? Nature Based Solutions (tie in biodiversity into remediation)?</p> <p>Action item for next meeting: consider interest in this initiative, are there others/experts we should bring in on this? Any phyto/wetland experts? Known tools for measuring this?</p> <p>Notes on Tasks/Initiatives Tab: Option to assign tasks to specific board roles, was presented in our Org chart on Club Express, will move forward with this approach - Kathy will forward the Org chart</p> <p>EJ Meeting on 6/26 - Board should attend if able to get report out of EJ TI subgroups</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	<p>Kathy is set up with direct deposit payment. SURF now has a debit card (!). Payment to AEHS East and student competition. Would like a budget update on what we have available to support additional conferences. Nikki to update at next meeting.</p> <p>We have some room in our budget to purchase second set of conference booth supplies. Discuss budget plans, workshop during next meeting.</p> <p>Consider a future, extended call to go over tasks and budget in more detail, maybe later on in the year.</p>
Kathy	Y	Case Studies	<p>Existing Case Studies on Website: Reviewed and researched to determine feasibility of updating case study. Follow up on six case studies by contacting involved individuals for potential update. For existing Case Study 010, new five-year review showed no institutional controls were in place at the site....should this remain as a case study?</p> <p>Kyle sent new case study from Matt Poltorak at Stantec. Kathy will clean it up a bit and post.</p> <p>Potential New Case Studies: (1) John Bowsher, et al. creating and putting in SURF template. (2) Kathy drafting Broadway case study for Langan review/approval.</p>
Tucker	Y	CCLR partnership	<p><u>Thoughts from the Board on collaboration. Would we be amenable to using our social media platform and newsletter to share upcoming events and trainings they have? Yes, we are interested! Tucker to let DBG know. Consider having them share our events in return. Tucker will follow-up.</u></p> <p><u>-current action request to submit sustainability challenge projects to generate Best Practice examples of projects.</u></p> <p><u>Jay can reach out to BioMimicry3.8 (?) - action item to take a look at their website: https://biomimicry.net/</u></p>