

BOARD CALL

Attendees: yes/no

Date:	10/26/23	Gerlinde Wolf, 2023-25 President
Meeting called to order (time):		Katie Elich, 2023-25 Vice President
Meeting adjourned (time):		Paige Molzahn, 2023-25 Secretary
		Haley Young, 2022-24 (Interim) Treasurer
		Scott Anderson, 2022-2024 At-Large Trustee
		Ira May, 2023-25 At-Large Trustee
		Jay Smith, 2023-25 At-Large Trustee
		Evan Starr, 2023-25 At-Large Trustee
		Nicole Tucker, 2022-2024 At-Large Trustee
		Betsy Collins, Past SURF President 2021-23
		Kathy Adams

Quorum? (Y/N; need 5 BOT members):

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/1p79BdUxaMcJs5mVWFgeBtwEsnUNSGwL9eqYqVL5VwaE/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/1W1m3JyXCVDVx1GtnKTBR1blqW3YBQW62t1sKCGQ/edit?usp=sharing>

3. New member tracking - UPDATE LINK <https://docs.google.com/spreadsheets/d/1LqTFxfWPw2sg1ZL2UoaDRwjFLeynYdIP3LuPljcgMU/edit#gid=0>

Responsible Person	Update (Y/N)	Topic	Current Status
Kathy/Tucker/Katie/Paige/Ira/Jay	Y	AEHS	<p>Follow-Up Items from AEHS West</p> <p>Booth Updates: Paige to work with new Graphic Designer (Theresa). Goal to get new design completed and approved by EOY 2023, produced by AEHS West Coast Meeting 2024.</p> <p>AEHS East Coast</p> <p>See new AEHS Conference Spreadsheet: https://docs.google.com/spreadsheets/d/1cEdmppD-w86IRyRaDupKLBe4bRm53Ik3mXRV-HNIJTw/edit#gid=1026828172</p>
Nikki/Gerlinde		Treasurer Update	<p>Taxes - Haley working with Nikki and Jason on this, Jason did them last year; did receive extension from IRS so taxes aren't due until 11/15.</p> <p>SURF- Not For Profit</p>
Kathy		Case Studies	<p>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 on the SURF website?</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>
Gerlinde/Katie		Review Website Inquiries (see links in Column E, top rows) / Membership	<p>Gerlinde/Katie checking sites. Gerlinde to send welcome email August and September members.</p> <p>New link for the membership list to be added. Has this been done? Gerlinde and Paige to determine how to track that new members are being added and send welcome email.</p>
Nikki	Y	Website Redesign	<p>Gerlinde personally paid for different accounts that needed to be created. She will need to be reimbursed. Gerlinde will communicate passwords and account information to Board. Believe CodeCloud has everything they need. Two-month development process. Kyle and Gerlinde main points of contact. When finished, a training session will be held and recorded. Encourage everyone to attend. Gerlinde will touch base with CodeCloud to schedule training for next board call 10/12. 11-12. Training video will be recorded, but would be good to have core group on live call (definitely need Kathy on the call, but anyone who will be involved in website updates going forward should be on the training); Tucker will plan to attend.</p> <p>Ask Code Clouds to update website in the meantime to feature SURF meeting.</p> <p>New website is up and running! Action item, all board members to test out website and look for any issues. Code Clouds retained for 3 months on as needed basis for changes.</p> <p>All CodeCloud invoices have been paid.</p>
Tucker	Y	Social Media/Marketing	Need to get info out on SURF membership meeting and SURF at AEHS East. Need to get this added to our website.
Jay		SURF International/Outreach	<p>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.</p> <p>Ira continuing to send emails to government employees that attended AEHS West to introduce them to SURF, EJ initiative, etc.</p>
Katie	Y	Virtual Meeting	<p>Virtual meeting went well. About 30 attendees. People were thankful for an opportunity for virtual meeting. Seems like we should keep doing this in the future to provide this opportunity. Breakout room logistics worked well. Breakout room facilitators please include your notes here. Opportunities that came out of this are to present as a guest lecture.</p> <p>Katie's Notes:</p> <ul style="list-style-type: none">- Really appreciated that we were doing a virtual meeting, as they want to stay engaged with SURF but company is not allowing them to travel to AEHS currently- In two of my three breakout rooms people brought up the value of presenting to college classes - Krishna also indicated he is potentially looking for someone from SURF to present at one of his classes in the near-term.- A lot of people really like the webinars and case studies, and referenced the materials on our website as being really valuable to them- Continued emphasis that one of the biggest values of SURF is networking- Someone referenced that we used to do a more graphic 1-page newsletter that they really liked- Suggestion that webinars/case studies on climate adaptation/vulnerability assessment would be valuable <p>Tucker's Notes:</p> <ul style="list-style-type: none">- First two breakout rooms had a decent discussion going (which got a little interrupted when I was put in the next room) but the third one was a little difficult as far as getting a conversation flowing.- Got some useful info to use going forward on the EJ initiative. <p>Ira's Notes:</p>
Scott	Y	Conferences	Jay contacted Rick about SURF participating in the Battelle bio/sus conference. Rick is putting together a panel and suggested that SURF get engaged by participating on panel, etc. Rick sent email to develop proposal for panel on EJ for Battelle ChlorCon 2024. Gerlinde and Jay interested in helping, tap into EJ team.
Betsy / Gerlinde	Y	Quarterly Webinar	<p>Trihydro has asked if they can present a webinar. I think it's a great idea as long as the topic is relevant. Katie to get back to Amy.</p> <p>Ideas for next webinar: (1) Steve at Battelle next week to see if he is interested in presenting on that biovent to enhance NSZD paper he did with API (is someone following up on this?); (2) Elizabeth Bishop (H&A) was interested - Scott can you follow up; (3) SuRF-UK published a bulletin entitled How Sustainable Remediation Concepts Align with ISO 14001:2015 Environmental Management Systems (needs someone to follow up); (4) Laurel Royer presentation on environmental security at AEHS West? (Kathy suggestion -- I'm still thinking about her talk.)</p>
Katie and TI Leads	Y	Technical Initiatives	SURF Membership meeting at AEHS will include workshop on brainstorming/outlining new TIs. Potential topics: Biodiversity, AI,

Betsy / Nikki		Sponsorship	<p>First Half 2023 Sponsors: Betsy and Nikki following up for payments (Exxon Mobil, Corteva, Terra Systems).</p> <p>Second Half 2023 Sponsors: Invoices for Terra Systems, Entact, and BP have all been sent out for the summer sponsorship class as of this morning</p>
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