

BOARD CALL - Reschedule Due To Thanksgiving			
		Attendees: yes/no	
Date:	11/20/23	Gerlinde Wolf, 2023-25 President	Y
Meeting called to order (time):	11:02 EST	Katie Elich, 2023-25 Vice President	Y
Meeting adjourned (time):		Paige Molzahn, 2023-25 Secretary	
		Haley Young, 2022-24 (interim) Treasurer	Y
		Scott Anderson, 2022-2024 At-Large Trustee	Y
Quorum? (Y/N; need 5 BOT members):	Y	Ira May, 2023-25 At-Large Trustee	Y
		Jay Smith, 2023-25 At-Large Trustee	Y
		Evan Starr, 2023-25 At-Large Trustee	Y
		Nicole Tucker, 2022-2024 At-Large Trustee	
		Betsy Collins, Past SURF President 2021-23	
		Kathy Adams	
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/1p798dUcaMcJsSmVWfFeeBtwEsnUNSGwL9eqYqVl5VwaF/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/1tW1m3JyXCVDb1tGnkTBR1bluqW3YBQW6z1t9kCGQ/edit?usp=sharing			
3. New member tracking - UPDATE LINK https://docs.google.com/spreadsheets/d/1LqTFxWPw2sgt1ZL2UoaDRwFLeynYdP3LuPipicgMU/edit#gid=0			
Responsible Person	Update (Y/N)	Topic	Current Status
Matt / Gerlinde	Y	AEHS	<p>Follow-Up Items from AEHS West</p> <p>Booth Updates: Paige to work with new Graphic Designer (Theresa). Contract sent over for \$100, currently pursuing two designs: 1) photo op "surfing" option with key points to attract more people at conferences, and 2) similar to original three panel design from earlier this year. Goal to get new design completed and approved by EOY 2023, produced by AEHS West Coast Meeting 2024.</p> <p>Ira continuing to send emails to government employees that attended AEHS to introduce them to SURF, EJ initiative, etc. Update?</p> <p>AEHS East Coast</p> <p>See new AEHS Conference Spreadsheet: https://docs.google.com/spreadsheets/d/1cEdmmpD-w86lRyRadupKLBe4bRm53k3mXRV-HNLTJw/edit#gid=1026828172</p> <p>Get list of folks that attended the SURF sessions and SURF booth - add folks from NYSDEC that attended AEHS, send out email with everyone bcc'd Gerlinde to send the email to this list</p> <p>SURF banners Paige will work with Theresa to compile two options (original idea and SURF photo op), work with Haley on \$100 contract</p> <p>SURF members only Networking/Happy Hour Paige can try to pull something together, two per year - one east coast/one west coast time - consider MIBO https://www.mibo.com/</p>
Scott, Matt, Gerlinde, Kathy	Y	Membership Meeting Planning	<p>This is a new item. As mentioned at the membership meeting at AEHS East, we are looking for someone to volunteer to facilitate and coordinate the bi-annual membership meetings. Tasks include gathering a team to develop agenda, obtain necessary speakers and presentations, and coordinate social event following the meeting. At this time, Matt Ambrusch will continue to coordinate with AEHS regarding SURF sessions, etc. If someone is interested in fulfilling both roles, that's fine with Matt. Contact Kathy or Matt for more info.</p> <p>Tucker open to supporting West Coast meeting, Katie open to support East Coast. Consider a lead for both coasts, but work together</p>
Haley		Treasurer Update	<p>Taxes - Haley working with Nikki and Jason on this. Jason did them last year; received extension from IRS so taxes aren't due until 11/15. Taxes are all submitted now</p> <p>Gerlinde looking for treasurer update from Nikki - does anyone else have this?</p>
Kathy and Kyle Waldron	N	Case Studies	<p>SURF- Not For Profit</p> <p>I am behind on these efforts, but will make a concerted push to complete. - KOA (11/7/2023)</p> <p>Existing Case Study 010, new five-year review showed no institutional controls were in place at the site. KOA sent Kyle email (11/7) to see if it should remain on website.</p> <p>(1) Moffett Field/NASA-Ames Research Park (CA). Kathy creating based on provided info.</p> <p>(2) Diesel and gasoline transfer station (remedy transition from P&T to endophyte-enhanced phytoremediation). Kathy to edit and coordinate finalization.</p> <p>(3) CA Refinery (active to passive remediation via improved CSM and remedial alternatives analysis) draft from Stantec (Matt Poltorak). Kathy to edit and coordinate finalization. Requested and rec'd additional background info (technical report) from Kyle to write up in draft.</p> <p>(4) Pasco Sanitary Landfill draft from Entact (John Bowsher, et al.). Kathy to edit and coordinate finalization.</p> <p>Others:</p> <p>Check in with Nick Tucci (Haley & Aldrich) re: potential case study. He was checking with Scott and client. (Betsy email on 8/26)</p> <p>Broadway case study (Langan) -- create draft and coordinate finalization</p>
Gerlinde and Paige		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. Gerlinde has figured out tracking for this, doesn't think we need links at the top of this sheet any more! Automatic emails are sent to members when they join, and also to president/secretary for notifications. May still need links for list tracking. Gerlinde to look into this further. Seems like over time list will be automatically maintained and we can export it as needed. Tucker needs this list for DBG. Once existing people are added in manually we can export the list, add the emails all to mail chimp for members only events.</p>
Gerlinde	Y	Website Redesign	<p>Gerlinde personally paid for different accounts that needed to be created. She will submit expense form to Haley to be reimbursed.</p> <p>Gerlinde will communicate passwords and account information to Board. 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. Kathy, Gerlinde, Paige and Haley getting training on behind the scene membership portal tomorrow. still looking for someone to take the lead on being the website manager.</p> <p>All CodeCloud invoices have been paid.</p> <p>Ask about potential for a message board to be added to the website.</p> <p>Have until 12/29 to use 40 hours of website maintenance budget</p> <p>Talked about message board with CodeCloud, but unclear resolution - maybe can use maintenance budget for this?</p>
Tucker		Social Media/Marketing	<p>DBG needs new member list. Low again on people for member spotlights. Tucker hasn't met with DBG recently, so not a lot of new stuff with them. Mark has been doing good job. Gerlinde to send out new member email after this call, which is when we stopped using other tracking sheet</p>
Jay / Paige	Y	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>Email from Roy Thun - provide the Board with a report of ecoforum/SustREM. Roy reached out to Paige on 11/7 and would like to present on a Board call to report on SURF International and his experience at SustRem2023. Paige will work with Roy and see if he is available for Dec 7th meeting. Roy will join for 12/7 meeting. If anyone has ideas for things to highlight, maybe can share brief update on conference from last month and EJ initiative.</p>
Katie	N	Virtual Meeting	<p>See tab 10.26 for Virtual Meeting Notes.</p> <p>Replacing this item with next virtual event with Networking/Happy Hour. January Happy New Year Happy Hour?? Paige looking into this, possibly Mibo.</p>
Scott		Conferences	<p>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.</p>
Katie		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. Katie to respond to Amy/Ben to get trihydroxy scheduled for sometime in December.</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.) (5) Option with Andrea/Tom Sale for academics to present Paige will keep talking with them</p> <p>Need a lead for the webinars</p>
Katie and TI Leads	Y	Technical Initiatives	<p>SURF Membership meeting at AEHS included workshop on brainstorming/outlining new TIs. Split into three groups: Biodiversity, Sustainability Decision Analysis Support Tool, and advances in high resolution characterization as a function of improved sustainability</p> <p>Trying to have EJ drafts together in December for review - decided they need more graphics to make more readable. Initial deadline was winter, but looking more like spring/end of Q1 at this point.</p> <p>Nixed AI category. One idea for a risk matrix incorporating sustainability. Third topic is CSM optimization for advancing sustainability. Need to have person/people to lead next one - let's get current one wrapped up first before shifting focus to next one.</p>
Haley and Betsy Collins	Y	Sponsorship	<p>Final sponsorship listing prior to AEHS (i.e., this is who was on the sponsor poster): GOLD: ecosparks, Haley & Aldrich, Langan, Woodard & Curran SILVER: AECOM, Burns & McDonnell, Cascade, Corteva, EA, GHD, Jacobs, Trihydro BRONZE: BP, BSI, Entact, Foth, Gregg, Marathon, Provectus, Ramboll</p> <p>New sponsor Regenesys/Exxon approached SURFs at AEHS and signed up and paid for sponsorship via new website.</p>

Betsy	Y	Yes Action	<p>"I had the fortunate opportunity to meet you at the Georgia Environmental Conference. I was there on behalf of my organization, YESAction (Youth's for Environmentally Sustainable Action), to learn more about environmental issues and network. We are a youth-led high school based organization spanned across the entire country. Our national team consists of more than 9 students that manage over 50 high school chapters across the country. We as a national team design initiatives that chapters implement in their local schools and communities. This past summer we hosted a week-long 10 hour Sustainability Leadership Training Program. It was a major success and we had over 90 students attend, and two guest speakers. We saw that many students recognize that we have an environmental crisis happening right now, but they don't know what they can be doing about it, and want to learn more about career paths in sustainability across the industries. Attached is our pitch deck that describes YESAction in further detail.</p> <p>We wanted to ask if you or your organization would be interested in collaborating with YESAction. We are looking for people to help mentor our students, resources, guest speakers, new initiative ideas, and opportunities for YESAction and our chapters."</p> <p>Located near San Diego - potential for future engagement at AEHS West? Board is interested in supporting Betsy will continue this conversation.</p>
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