

NDA Board Meeting
Conference Call
Thursday, December 11, 2014

In Attendance:

Tim Augustine, Dan Dunn, Dennis Duty, Larry Gibel, Jim Howe, Peggy McGee, Mike Willey, Dave Neibert

Committees/Chapter Representation

Rick Hutchings, Dave Krohl, Brian Siwinski, Steve Wright

Dan Dunn called the meeting to order at 1:10 PM EST.

A motion to approve the October minutes was made by Mike Willey and seconded by Dave Neibert. Motion passed.

Admin Report

We are at 211 members and there have been four new members since the October board meeting. I

Inventory was included in the Admin Report which all received and is attached to the minutes.

- **Safety Label Kits** - 156 kits.
- **Drilling Safety Guide** - 54 NDA Drilling Safety Guides sold and 9 NDA Drilling Safety Guides given with online exams - Current inventory is 2453 guides.
- **Drilling Safety Guide Spanish Version** - 1 NDA Drilling Safety Guide Spanish Version sold - Current inventory is 194 guides
- **Driller's Manual** - 3 NDA Driller's Manuals sold during this time period, 10 NDA Driller's Manuals given with online exams - Current inventory is 29 manuals.
- **DCDMA Technical Manual** - 1 DCDMA Technical Manual sold during this time period - Current inventory is 218 manuals.
- **NDA DVD *An Introduction to Drilling Safety*** - 1 NDA DVDs sold during this time period - No inventory since DVD's are copied as needed.
- **DCDMA Technical Specifications CD** - No CDs sold during this time period - No inventory since CD's are copied as needed.
- **DCDMA Gages** - No gage order were placed during this time period
- **Safety Green T-Shirts** - No T-shirts were sold during this time period - 10 were given in new member packets - Current inventory is 5 Pocket T-Shirts and 253 Plain T-Shirts.
- **Decals** - No Hard Hat Decals were sold during this time period - 10 were given in new member packets - Current inventory is 577
- No **Window Decals** were sold during this time period. - 10 were given in new member packets - Current inventory is 697
- No **Truck Decals** were sold during this time period. - 10 were given in new member packets - Current inventory is 274

Tailgate Safety Tips - No TSTs were sold during this time period - No inventory since TST's are printed as needed.

Jim Smith has found a translator and he has been sent the first batch of TST's to be translated to Spanish at no fee.

Drill Bits

The fall issue had 28 pages and had 8.166 paid ads. Becky has sent out an email encouraging potential advertisers to incorporate *Drill Bits* into their 2015 budget. We already have 2 ads placed for the Spring issue

and solid interest from 3 other advertisers. We will begin soliciting for articles in early January. At that time additional ad emails will be sent as well.

Jackie reported that Mike Tiani has volunteered to write an article for *Drill Bits* under a new heading "Historian" section of *Drill Bits*. **ACTION ITEM**: J&M will send out a reminder to Mike.

Web Site Online Exams

8 people took and passed the Drilling Safety exam during this time period.

No one failed the Drilling Safety exam during this time period.

7 people took and passed the Monitor Well exam during this time period.

6 people took and failed the Monitor Well exam during this time period.

4 people took and passed the Groundwater Knowledge exam during this time period.

3 people took and failed the Groundwater Knowledge exam during this time period.

Mobile App - On iOS, we have 154 downloads and on Android, we have 64 downloads.

Continuing Education:

The following states haven't responded – California, Idaho, Iowa, Kansas, North Dakota, Oklahoma, Vermont, and Virginia. All other states either do not have requirements or have already approved NDA courses. We have information on file regarding their requirements and how to apply for appropriate courses.

Convention

Jackie reported that the convention committee visited a couple of different venues and Turf Valley in Ellicott City appears to be the best value for what NDA requires. The convention will be Friday, September 18. The board will meet Thursday morning for a board meeting and we will hold a golf outing immediately after the board meeting. There will be a president's dinner Thursday evening; it was suggested to move this up by an hour to allow those who golf to return to the venue.

Larry Gibel mentioned that he will most probably hold a SSI course as well. That would be Wednesday, Thursday and Friday. Friday's class is until noon so the SSI attendees could attend convention presentations.

The Mid-Atlantic chapter will be celebrating their 5th anniversary and they will hold their chapter meeting in conjunction with the NDA convention.

DCDMA

Frank Villella could not be in attendance today. Dan stated that Frank did make a couple of updates to the DCDMA manual and Becky is currently in the process of updating that and will send out the updates to anyone that has purchased the DCDMA in the past.

Safety Committee:

George Long could not be on the call. Dan reported that there has not been any progress on the DOT DVD. Dan has talked with George a couple of times regarding this and George mentioned that he was going to have it reviewed again with a DOT specialist. **ACTION ITEM**: Contact George regarding this.

The TST's have been proceeding as planned, and Becky just requested four more TSTs. David Brockman provided us with one TST and will send us a couple more by mid-January. Gallagher TST does have to be approved through safety committee before printing. **ACTION PLAN**: Becky contact Adele Abrams. We welcome a new infusion of ideas.

Gallagher Insurance

Dan mentioned that he and Jackie talked with David Brockman at our convention about concerns about delays and paying invoices. Gallagher's has a past due invoice in the amount of \$7,200. This is for his membership, exhibit table, and sponsorship and *Drill Bits* ad. He promised us at that time marketing materials and the link to the site would be ready the following week (Mid October). On October 31 he advised Becky the check would be in the mail November 3 or 4 and website and materials would be ready any day. He was emailed again on November 18 and as of yet have not received a reply.

David joined us via conference call:

David mentioned that the check will be going out on December 15th to NDA and will be paid in full. He is happy to say all the dust has settled within Gallagher with their staffing issues and everything is ready for the NDA link. This should be ready next week. David mentioned that he would be sending out a monthly email, which will NOT include Gallagher's Hard Hat Bulletins, and a typical marketing piece that they are working with NDA as an insurance provider. David is having designed a marketing piece that NDA can send to their members to explain our new relationship and he will send a copy today to Dan and Jackie. Becky will have the link any time now.

Training

SSI

Larry Gibel mentioned that he will be offering SSI in Spring and then again at the convention in September.

Methods and Procedures On Line Exams

Larry reported that he has gotten about half way through the write up on the Methods and Procedures exam.

ACTION ITEM: Follow up with Larry

Larry mentioned that he was a little taken back that ½ who took the online Monitor Well test failed. Tim also was taken aback as he had people take the test to as a "test" and felt it was fine. He feels that we need to reiterate that these are graded exams and to please read the materials first. **ACTION ITEM:** Add to website – Have the person pay – then a reminder pops up - Reminder - this is a graded test, please take time to review the materials that will be sent to you. We will check to see if a check box can be added that they have read the book.

ACTION ITEM: J&M will check to see how long it took the person took to take the test. What were the passing grades?

FINANCIAL

Larry Gibel referred to the proposed budget that was included in the packet and mentioned that the budget is pretty straight forward. We either kept the same things or increased/decreased based on what we did in 2014. It was suggested to increase insurance, add \$1000 to postage, increase office supplies to \$1000. NDA is in good shape. Larry reported that he has had a chance to review past tax returns and we are sitting in good shape. Back in 2006 we were at the verge of being bankrupt we had \$5000 in net asset value and that has slowly crept up to where we are at \$60,000 net assets. At end of this year we will probably add another \$15,000 to that because of the success of convention.

J&M brought up that the cost for advertising in *Drill Bits* has not increased since they became administrators in 2006. Postage and printing have both increased. With *Drill Bits* postage at \$4500 and printing at \$13000 an issue it appears that an increase is in order. Dave Niebert feels we are about 30% lower than others and suggested 15% increase.

A motion was made by Larry Gibel to raise *Drill Bits* advertising rates by 15%, Dave Neibert seconded. Motion passed.

A motion to approve the 2015 budget was made by Mike Willey and seconded by Jim Howe. Motion passed.

A motion to approve the proposed ballot was made by Dave Neibert and seconded Mike Willey motion approved.

Rick Hutchings thought maybe Eric, who works for Mike Tiani would be a good candidate to replace Carlos. Dan asked that if anyone has any other suggestions to please let him know before appointing anyone. **ACTION ITEM:** Check with Dan if he has appointed anyone to Carlos' position.

Membership:

Tim brought up looking at a succession plan to make sure we get younger people involved. He feels with our successful convention with good numbers and as the economy picks up we may look at raising membership dues.

Drillers Manual

The board discussed that by looking at the Drillers Manual 75% doesn't have anything to geotechnology drilling. Tim and Larry feel that there are quite a few chapters that have nothing to do with geotechnology or exploration drilling and asked what would we lose if we removed chapters? The board was wondering if NGWA would be willing to review the chapters on water well drilling before we make a decision to remove.

ACTION ITEM: We need someone to volunteer to take care of this

ACTION ITEM: J&M will take send the chapters to the person that volunteered to look them over

Chapter 1. Basic Geology and Hydrology

Chapter 2. Occurrence and Movement of Groundwater

Chapter 3. Well Hydraulics

Chapter 4. Well Drilling Methods – Mike Willey

Chapter 5. Drilling Fluids – Dennis Duty

Chapter 6. Well Screens and Methods of Sediment-size Analysis

Chapter 7. Water Well Design

Chapter 8. Installation and Removal of Well Screens

Chapter 9. Development of Wells – Mike Willey

Chapter 10. Field Testing of Hydraulic Parameters –possibly Thompson Pumping and Preferred Pump

Chapter 11. Pumps and Pumping– possibly Thompson Pumping and Preferred Pump

Chapter 12. Groundwater Monitoring Techniques– possibly Thompson Pumping and Preferred Pump

Chapter 13. Sealing Abandoned Wells and Boreholes – Jim Howe, Tim Augustine and Dennis Duty

Chapter 14. Subsurface Exploration Tools and Equipment – Jim Howe & Tim Augustine

Chapter 15. Drilling, Sampling and Installation Procedures – Jim Howe & Tim Augustine

Chapter 16. Drilling Safety Guide – Jim Howe

Election:

New Business

J&M reported that we had a request for safety labels not sold in full kit. After discussion there was a resounding no as this wouldn't be cost effective.

Chapter Reports

Mid Atlantic

Mike Willey reported that the Mid Atlantic chapter had a meeting on November 5 and introduced to their members their new officers. A meeting is planned to set up a training event for the third Saturday in May. They will finalize this in January. Jay Boland and Sonic Rig will attend and do a demo. They will have a meeting in January to finalize their 2015 schedule in May.

New England

Dennis Duty mentioned that he didn't have anything to report for the New England chapter. They had a training class in the summer but isn't sure if they held other meetings. Dennis hasn't seen any reenergizing since the chapter meeting during NDA convention. Jay Boland and Steve Preli mentioned things are better than last couple of years.

Buckeye

Larry Gibel mentioned that Rick Hutchings talked to Steve Wright regarding revitalizing their chapter. Rick volunteered during the convention chapter meeting to help spur more activities and talked to Steve. Buckeye has a tentative meeting scheduled for January 12. Steve has a presenter for that meeting who is associated with fracking in the geotechnology area. The meeting will be in Columbus at a BBQ restaurant. Rick talked to Steve yesterday for quite a while about someone from J&M coming to their meeting and talk about how the national office can support and help with meetings. **ACTION ITEM:** J&M to look up bylaws.

Florida

Jim Smith could not attend as he is drilling in Texas. But the Florida chapter has a fishing trip scheduled for January 17 and they already have 7 signed up. Carlos is sending three people.

Tri State

Larry Gibel had conversation via email regarding Todd Bromley and feels he has a good idea about the two chapters getting together. Tri state represents the area east of Pittsburgh and Buckeye represents Ohio. Larry attended the Tri State chapter and was surprised they had poor attendance as well. The last meeting Larry attended there were 28 people in attendance and then no more meetings. Todd brought a high degree of enthusiasm and time commitment and when he stepped down it fizzled. Tim A doesn't think it will work merging with Tri State as it is too far of a distance for members to travel to attend a meeting.

Exhibit opportunities

- SME, Denver February 15-18. NDA has received a table in exchange for an ad in *Drill Bits*.
- New England Water Well Show will be March 13-14. **ACTION ITEM:** J&M will send literature for any board member who may be exhibiting at this convention.
- SEDC, April 7 through 9 in Sioux Falls SD. This is their 50th anniversary. Jackie has been having dialogue with them regarding training.
- Jubilee – July 25- 27 in Myrtle Beach. Once again NDA has traded an ad for an exhibit table.
- October – Ohio Transportation. Primarily transportation and ODOT.

Next Board Meeting

The board discussed having their next board meeting in conjunction with a Buckeye Chapter meeting. All agreed on arriving in Columbus on Thursday, March 19 for dinner and possible committee meetings and Friday morning will be the NDA board meeting followed by the Buckeye chapter meeting. **ACTION ITEM:** Jackie will contact Steve Wright.

Meeting was adjourned at 4:15 PM, EST.