



**NDA Board Meeting**  
**July 11, 2012**  
**1:00 PM Conference Call (EST)**

**In Attendance:**

Dan Dunn, Larry Gibel, Peggy McGee, Tim Augustine, Rob Caho, Dennis Duty, Jim Howe, Carlos Lemos, Warren McCann, Steve Parisano, Frank Villella, Mike Willey, Marcie Price and Jackie Symons

**Absent:** Tim Cleary, Dave Neibert

**Chapter Representation:**

Buckeye: Larry Gibel

Mid Atlantic: Mike Willey

New England:

Pacific NW: Warren

Tri State: Frank Villella

President Dan Dunn called the meeting to order at 1:05 PM, EDT

**MINUTES**

Dan called for approval of the May 2012 minutes. Frank Villella made a motion to accept the minutes as presented, Larry Gibel seconded. Motion passed. Dan mentioned that he likes the action items being highlighted in the minutes.

**TREASURER'S REPORT**

Tim informed the board that the numbers look great. Convention revenue should increase as it gets closer to the event. Convention costs will show up mostly in the next quarter. Drill Bits is already ahead of budget. Total income is down due to SSI and Gage income. However, total expenses are also down due to lower printing and copy costs. Membership fees are up by \$4500.

**ADMINISTRATORS REPORT**

Marcie Price reported that NDA is staying steady on membership. We have had 4 new members (Marcie clarified that 2 of those were actually very late renewals) since the last board meeting and are ahead 1 member from the same time last year. We continue to collect email addresses and add to the NDA database.

It was noted that we are doing well on products sales. Drill Bits information has not changed since the last board meeting but Marcie will begin working on the fall issue next week.

NDA's online training had a rocky start but two of the exams are back on line and two have already taken the exam and passed it. There are 6 who still need to retake, complimentary, from when we were having some issues.

Marcie reported that she has sent applications for CEU credits for the NDA online courses, NDA Senior Drilling Certification, and the Convention presentations to the Indiana Department of Natural Resources, per their request. They have a licensing requirement for drillers that up to know has only offered water well drilling continuing education. They are excited about possibly having continuing education for environmental drillers.

## **COMMITTEE REPORTS**

### **CONVENTION:**

Jackie reported that as of this meeting we have 16 exhibitors; 9 presentations; 6 outdoor demos; 8 golfers; and are doing well on sponsorships. We could still use someone to sponsor the Casino company (\$1000) as well as someone to sponsor a promotion item. **ACTION ITEM:** Marcie will send an email out asking for sponsorships.

### **Promotional Items:**

Mick Willey mentioned that the Mid Atlantic chapter will be holding their meeting soon and they are discussing what they would like to sponsor at the convention, possibly the Entertainment or breakfast as they did last year. Jim Howe, GeoTechnology has requested to be invoiced for a tee sponsorship. Frank Villella also mentioned that the Tri State Chapter will be providing a promotion item similar to last year as well. NDA discussed purchasing either memory sticks or mouse pads. Dan Dunn likes the idea of a mouse pad with the NDA Logo, DCDMA logo, website, phone number and Frank suggested adding the products that can be ordered. **ACTION ITEM:** Jackie will price out mouse pads; Marcie already has pricing on memory sticks (\$7.00 each with logo/1 gig).

### **Postcard reminders**

J&M will send out a 6" x 9" postcard within the next two weeks. We will be sending out approximately 1500 postcards. In 2011 the cost for 1000 postcards was \$217 print; \$150 to mail; PLUS postage. The price will be slightly higher this year as we are sending out more. J&M received mailing addresses in the New England area for 800+ as well as NDA mailing addresses in the area. A motion was made by Dan Dunn and seconded by Rob Caho to send out the reminder postcards. Motion passed.

**ACTION ITEM:** Jay Boland will be asked if he could provide names of colleges in the area to promote the NDA convention to their geology Department. It was also suggested we promote to ASCE and civil engineering chapter.

### **Press Releases:**

Marcie reported that she has sent press releases to ASCE as well as 11 press releases internationally and 6 local press releases.

### **Advertising:**

Someone had asked about the price of advertising in the NDA Convention day of program book. Dan mentioned he has a concern that most shows have glossy books with advertising and schedule of convention events. We do not believe we will have time to get this going before this convention. **ACTION ITEM:** Table for 1<sup>st</sup> board meeting in 2013.

### **Discount Policy**

A presenter had asked if there was a discount for anyone who was presenting at the convention. An email was sent out to the board about a month ago and we had many comments/suggestions. Dan Dunn had given Jackie permission to go with the majority and offer a \$75 discount but we would discuss a policy at this board meeting. After much discussion the following was agreed upon to become policy:

**A motion was made** by Rob Caho that only invited Keynote Speakers (nonmembers) for the annual NDA convention will not be required to pay a full convention fee. This includes the FULL convention, but excludes hotel accommodations and travel fees, as they are not part of the convention fee. Motion seconded by Warren McCann. Motion passed.

### **Convention 2013**

Dan Dunn mentioned to the board that it would be a good idea to have at the minimum the location (city/state) of the 2013 convention to announce at our 2012 convention in Plymouth, MA. Some locations that were

discussed in the past were: Nashville (airport or Grand Ole Opry); New Orleans; Georgia – used to have chapter here; and Florida – used to have large chapter there. That time of year would be good for a convention in a southern location.

Nashville was looked into before and demo's were not allowed. It would be difficult to drill holes in the ground there due to the river being so close.

Peggy McGee mentioned that Atlanta is a big hub, has a lot to do, and is easy to get to. But, if NDA is looking to start a chapter in the convention city, this would not be an ideal location. She had tried to revitalize the Georgia chapter and didn't have any luck and isn't sure she would have time to devote to this. Tim Augustine mentioned Charlotte but Rob Caho feels that there isn't a heavy base of companies there to work with. Someone asked about Texas but we have only 4 members there currently.

Rob Caho mentioned if we hold the convention in Orlando he may have individuals who may want to help. Dan said that FGWA members were familiar with NDA. Larry Gibel mentioned Florida would be a good location for SSI course as well. It was suggested to possibly move the convention to early or mid-October.

The Tampa and Miami areas were discussed as well. Carlos mentioned there are many new players involved now in Florida (geotechnical firms) and they may be interested in becoming involved. Carlos feels he could have attendees from Panama and Columbia as well as others attend if the convention was in Florida as there are inexpensive and direct flights to Florida. Rob mentioned that Florida needs help to get the chapter back together and feels there are many possible members. Carlos would try to connect with companies that he works with and for and see if he could talk with project managers to see if we could get into their hierarchy and see if there is an interest. Rob Caho volunteered to help Carlos. Marcie reported that NDA has 6 companies that are members in Florida as well as Worldwide Drilling Resource and one individual member.

Rob Caho made a motion to hold the 2013 Convention in Orlando; the motion was seconded by Jim Howe. Motion Passed. ACTION ITEM: Jackie will price out properties the week of October 14, October 7 and October 21 (in that order).

## **TRAINING**

Tom Ruda mentioned we did away with multiple answers on the online exams and this seemed to take care of the issues that we were having with the online exams. Tom also changed the in person exam to all one answer questions as well. Larry Gibel is reviewing the final two on-line exams and he should be done with this within a week. He will then forward them to Tom and Dan for review before they go back on line. ACTION ITEM: Tom Ruda will have his slides put onto a disc at a local photography store and send the disk, as well as his notes, to J&M so we can begin the process of putting this into a Power Point.

We need to continue to promote online courses in the NDA newsletter, Drill Bits and in any correspondence to our members. We also need to get the word out to non-members as well. ACTION ITEM: Marcie will send an e-mail to those who pass an exam, something to the effect "remember to take the remaining exams so that you will be prepared to sit for the final NDA Driller Certification."

Larry told the board that there will be an SSI in Ohio later this year because it's a requirement for Ohio and Maryland.

## **DCDMA:**

Frank Vilella reported that we only have 25 technical manuals left and the committee has decided to have an e file manual instead of having the expense of printing new manuals. Zip drives are \$7.00 each, the price to scan the manual is \$500 and to create an eBook would be \$375. It would cost approximately \$4000 to \$5000 to print.

Frank mentioned that Dave Neibert agrees with this as well. Frank also reminded the board that he showed the line drawing at last meeting and this morning he sent Marcie a pictorial view. When this is finalized he will send to the full board to review.

Frank reported that he has a large quote on gages out to Dury Clement as well as Drill Pipe. We are hoping to get additional orders in the next couple of months. Frank complimented Karen Gluntz, staff member of J&M, on her work on the gages.

## **MEMBERSHIP**

Jay Boland had a conference call committee meeting and submitted a report to the board. Jay was unable to attend today's conference call board meeting so Dan reviewed the report. (See included membership committee report.)

Marcie Price reported that a member recently contacted her to ask to be listed under two categories on the website. After much discussion a motion was made by Steve Parisano that a member can be listed under any category that applies to them as long as their membership reflects the higher membership fee. Motion seconded by Tim Augustine. Motion Passed

**ACTION ITEM:** Marcie will send an email to our membership asking which categories they would like to be listed under.

## **SAFETY**

Dan Dunn reported that he is continuing with TST's. We only had 3 in the latest newsletter that is due to go out July 15. He is finding it hard to find good topics. Marcie suggested a TST on what to do when you break down. Dan is investigating this topic and hopes to have it completed by the next newsletter. Tim Augustine also suggested great topic on how to prepare for inspectors and regulator inspectors. Tim is working on that TST.

**ACTION ITEM:** Dan will commit to get the new DVD script to Don Meyn in Louisiana and to Rob Caho as there are major changes that are legislative. If we all agree on the script, we will present it to the producers. We have signs to put on the drill rig that we will use in the video.

## **Safety Award:**

Dan mentioned that the board has come to the conclusion as to what requirements will be needed to apply for a safety award (May board meeting) but we will need a form for the members to fill out to apply for the safety award. **ACTION ITEM:** In committee they will finalize and have something for the next board meeting.

## **Health and Safety Plan:**

At the May board meeting it was suggested to convert Steve's papers into a template and put it into a pdf to upload the NDA website for members to have a starting point on developing a Health and Safety Plan. The Power Point presentation that Dan has presented at two conventions, titled appropriately "How to begin a Health and Safety Plan," has already been put on the website.

## **CHAPTER UPDATES**

### **Tri-State**

Frank Villella mentioned that Tri state is planning on meeting in August. They will be holding a meeting first and then heading over to a St. Louis Cardinals game. Members may be open to a manufacturer coming to their meeting.

### **Mid Atlantic:**

Mick Willey reported that since their last meeting, they had spring training on May 11. There were 29 participants and training involved hands-on Cavity Pump Maintenance and Rebuilding presented by Liberty Process Equipment, followed by a Welding Safety demonstration given by Joe Scribellito and Miller Welding. In the afternoon, John Boris, from the Maryland Department of the Environment, instructed on defining types of wells during the permitting process. The last part of the day was spent outdoors with Brian Siwinski, who led a Safety Demonstration. Their next meeting is scheduled for July 26 and will finalize a donation for the upcoming NDA convention as well as an activity -- either a ballgame or member picnic.

### **New England**

Jay Boland could not be in attendance but Dan Dunn commented that with the convention being in Plymouth much is happening in the New England area. Jay is promoting the convention quite a bit. Rob Caho mentioned they had over 14 members attend a meeting that was held after our last convention.

### **Buckeye**

Nothing new on Buckeye chapter and suspect nothing will happen until DOT requires certification. Larry Gibel mentioned that he contacted DOT and told them that NDA would be willing to help with their certification program but has not heard anything further.

### **Northwest**

Warren McCann hasn't heard anything from their board.

### **BYLAWS**

Marcie mentioned that she wasn't clear if branch offices have voting rights; she doesn't think they are addressed in the Bylaws. Rob Caho made a motion to add to the bylaws that all branch offices, as long as they are a paying branch office, have the same voting rights as the main office, Dennis Duty seconded. Motion Approved.

**ACTION ITEM:** Send out bylaws for vote – but run it by full board first.

### **Social Media:**

Marcie mentioned that Social Media is the way of communicating today, especially the younger generation. Young drillers, as well as other drilling organizations (Jubilee, etc.), are probably on Facebook, LinkedIn, and Twitter. J&M would like to create Facebook and LinkedIn accounts for NDA. **ACTION ITEM:** J&M will set up these accounts for NDA.

**Search Engine Optimization** – J&M is working with a company to help with optimization for BBC and asked them to do a quote for NDA. Marcie reported that he came up with a couple of good ideas and talked about options. Just doing SEO for NDA we are looking at \$717 a month. Another option he presented he would do for our members at a discount local listings \$800/year or \$80 month. We could promote this as an added NDA benefit.

**TABLED**

### **EXHIBITS**

Highway Geology Symposium will be held September 9-13, 2013 in New Hampshire. **ACTION ITEM:** NDA should invite this group to our convention. Marcie will send an invitation.

- July 21 – 23, 2012 – Jubilee, Virginia Beach – exhibit
- September 2012 - NDA Convention -- New England is a good venue to invite colleagues and geology departments.
- September 25-27, 2012 – Midwest Geotechnical Conference, Crowne Plaza Hotel, Columbus.
- December 2 to 7th 2012 – Northwest Mining Show – Spokane, Washington State – Dan Dunn plans to attend.
- December 4-7, 2012 – NGWA Vegas - NDA to exhibit

- Canadian Diamond Drillers Association CDDA. No 2013 date yet but will be in Victoria BC, but did sign up to receive information.
- September 9-13, 2013, Highway Geology Symposium, New Hampshire

Next Board Meeting

- September during the Annual Convention. The proposed ballot will need to be presented at this meeting.  
**ACTION ITEM:** Nominating Committee will prepare the proposed ballot for the September meeting.
- December – Conference Call, Thursday December 13 at 1PM

Meeting adjourned at 3:51 PM EST