



**NDA Board Meeting
December 14, 2016
Conference Call**

In Attendance:

Mike Willey, Rob Caho, Steve Parisano, Eric Hajek, Rick Hutchings, Dan Dunn, Larry Gibel, Chuck Valenta

Chapters:

Buckeye – Todd Bromley
Northeast – Marilou Boneti

Mike called the meeting to order 1:05PM EST

A motion to pass the minutes was made by Dan Dunn and seconded by Chuck Valenta. Motion approved

Treasurers Report

Larry reported that he reviewed the P&L previous year report and he reported that we are pretty much on target, there were just a few categories that we are under what we projected. We are still waiting on \$12,000 income for Drill Bits. Since we are on cash basis it is not guaranteed to reflect for 2016.

2017 budget

There have not been any increases in membership dues so no real changes in membership income, kept same budget items we are consistent year to year. Very small adjustments in categories.

Larry is proposing a budget that basically mirrors last years. A motion to accept the treasurers report was made by Chuck Valenta and seconded by Rick Hutchings. Motion approved

Sheri advised the board that the figures are showing everything that was paid this year and some of the income is from Fall 2015 which will again happen this year. We are still owed \$12,380 for 2016 and what is showing on the current report includes \$18,225 of 2015 income.

Admin report

Mike asked everyone to review the admin report that was included in your packet. We had 6 new members join since the September board meeting.

Convention

Rick reported that everyone he talked to feels that we have had an upgrade on every level of our convention (income, workshops/presentations) from previous years. Rick reviewed the convention survey and reported that we received a significant amount of returned surveys and 95% were very positive. A couple suggestions were doable others are not. Rick thanked his committee for a wonderful job and they worked well together. He doesn't see anything we could have done better for 2016.

With the revitalization of the northeast chapter he is excited that the 2017 convention will be in Marlborough. Rick will be at the next NE chapter meeting and is hoping to get someone on the committee from northeast to help with the convention. He feels it is important that someone from the chapter is on the committee. We want to knock it out of the park again in 2017. One of the comments

from the survey was that the footprint of the convention was perfect as far as hours, workshops, and golf. They also thought the convention is a good opportunity to interact with the national board and get a good feeling of the overall picture of how NDA functions.

Safety

ACTION ITEM: Chuck will set up a Safety Committee call right after the holidays. Vertec, Chuck's new employer will be joining.

Training

Larry provided a summary of the progress of updating the Methods and Procedures online test. The committee hasn't finished it yet, but have made good progress. Larry received 22 additional questions a couple of days ago and hasn't had time to merge with the 33 he already has. He should be able to put everything together now as he has enough to choose from to put into the exam. Larry mentioned that he talked with Steve who will put together a few questions as well. **ACTION ITEM:** Send Steve a list of the new questions that Larry received.

Membership

Rob Caho advised the board that NDA is working on starting a couple new chapters. The new Lone Star chapter is going well and we may potentially be starting a chapter in Canada. Rob and Mike need some help with the startup and keeping these chapter up.

Jackie brought up that NDA consider adding a line item to the budget or increase the president's discretionary budget so that board members would not need to use their personal money to travel to chapters to help out. Mike reported he has made every board meeting and has traveled to Ft. Worth and Northeast to help out because of the president's travel budget. Dan mentioned in the past that Rob and Mike have done this at their own company's expense and we owe gratitude to those who have done this. **ACTION ITEM:** The board asked Jackie to come up with a sample policy that would stipulate the procedure and reimbursement procedure. A few suggestions to include would be to limit a certain amount for room nights, transportation, etc.

Dan provided J&M a sample of what he received from an organization that made him feel "warm and fuzzy" and J&M will tweak it to be used to send to our new members. **ACTION ITEM:** Send email to the board that could be sent out to incoming members. **ACTION ITEM:** J&M to send Chuck a word doc with his bio for the ballot. **ACTION ITEM:** J&M will update his email on web and mail boxes.

Nominations:

We discussed the board positions that were expiring and who would be continuing on the board. In the board packet is the ballot that will need to be voted on. A motion to approve the ballot and bios was made by Rob and seconded by Eric. Motion approved.

Chapter Reports

Buckeye

Todd provided his chapter roster as well as his Buckeye year-end report. Buckeye has a chapter meeting tonight. The board was elected this time last year and 2016 was a banner year for the Buckeye Chapter. Todd's report: I was elected to the position of President in December of 2015 along with my board Troy Barnes, Brian Walker, Rick Mielcarek, and Steve Wright. They have been instrumental in the growth of the chapter and each have contributed to our success. We held our first meeting in Columbus, Ohio on

January 25th and had the Ohio State Highway Patrol as our guest speaker. It was well attended and we nailed down a couple of subjects we have been discussing for years such as...

- Formally registered the chapter with the State of Ohio
- Created a bank account
- Created our own Chapter logo
- Formed a dues structure for the chapter
- Started work on chapter bylaws / rules

Our next meeting was our spring conference held in Newcomerstown, Ohio on April 28th at the Buckeye BOP facility. We offered auto hammer calibrations, different workshops, guest speakers, and had well over 100 people in attendance. This was a huge success and we are planning on the next event in 2017.

We had a company produce hats and shirts with our logo on them to sell at events such as our spring event and national convention. People really seem to like the logo and the apparel.

We set up a meeting date with the Tri-State Chapter to hold a joint meeting. The first date was cancelled because our guest speaker had to re-schedule. We have scheduled the event for December 14th and are hoping for a good turnout. We will discuss plans for our spring event and also decide on a 2017 meeting schedule.

I was hesitant to accept the office of Chapter President again, but I am glad I did. I have met some new contractors / manufacturers and made some good friendships as well. I am beginning to see the association expand and contractors actually bond and network. I know many contractors have hired other contractors and loaned out tools, etc. to help each other out. I hope this trend continues as it will be a huge benefit for both the association and its members. “

Florida

Jim Smith could not attend but Rob met with Jim last week and Jim is getting ready to set up a calibration meeting in the spring and they are hoping to have a meeting scheduled soon. Todd asked if other chapter presidents could be in attendance at the potential chapter meetings. For instance, if we move forward with Canada and hold a meet n greet Todd would like to see other chapter presidents attend to help. Dan mentioned we used to work closely with CDDA and wondered if the board thought of any conflicts with them. Someone from the Canada chapter is attending the Buckeye chapter meeting tonight.

Lone Star

Mike had thought we had the chapter going good with established officers, and yesterday unfortunately the president resigned. In his letter he recommended that we contact Dianna to see if she would be interested in replacing him. Mike will contact Dianna and see if we can keep it moving forward. **ACTION ITEM:** Mike to contact Dianna. **ACTION ITEM:** J&M to send Mike the reservation sheet from the Texas meeting in November

Mid Atlantic

Sam couldn't make the meeting but Mike reported that the chapter is moving along. In 2016 they had their Spring training, a social day, went to a ballgame. They have 24 members, 14 drilling contractors

and engineers and the rest are suppliers/manufacturers. They had a meeting about a month ago and their first meeting will be a planning for their Spring training.

Northeast

Marilou reported they are having a meeting on January 4. They had about 26 people in attendance at the October meeting. She thanked all manufacturer who came. The nominating committee is working on a slate of officers for their January meeting. The chapter hasn't done anything for years other than an annually meeting every spring. They have had a couple of workshops and a mud school this year. Those who are showing up at the revitalization meetings are enthusiastic. The most important part is getting together brainstorming and networking. They have money in their reserves and could do something. Rick feels that maybe a topic on safety would bring people to their January meeting and that he could help.

TriState

Frank couldn't attend today but Eric mentioned they have a meeting tonight with the Buckeye chapter. They are going to try to find out what their members what to do in the spring. They have been reaching out and hopefully making headway.

New Business

Board meetings

Mike mentioned that we discussed having a board meeting at Jubilee or FGWA but he would like to see a meeting prior to May or June. He told everyone that NDA has been invited again to open the SEDC conference and we could hold our board meeting the night before as we did last year. Rob feels that SEDC would be good and then again in Jubilee for board meetings. Rob and Chuck took care of putting together the half day training session at SEDC the last couple of years and they have already talked about 2017 training. Rob already confirmed that Tim Rice will talk on electrical safety for one hour. A motion was made by Rob Caho to hold board meeting at SEDC, Jubilee and at the national convention Chuck seconded. Motion approved.

Meeting adjourned at 2:25 EST