

**Minutes of the New Zealand Drillers Federation Inc Council Meeting
August 27, 2016 at Plaza Hotel, Wellington**

- Present:** Steve Faulkner, James Chapman, Steve Pilcher, Dale Preston, Jeff Ashby, Mel Griffiths, Tim Babbage, Mark de Goldi, Sam Woodford, Zane Brown, John Butt, Marcus Durrant, Iain Haycock, Ken Mears, Debbie Lovett, Peter Hall (ADIA), Janet Lane and Michael Alsford (MITO)

Apologies – Tony Lyons

- MITO Briefing Paper**

Janet explained the background of the briefing paper which had been previously circulated to council. Discussion followed about the compulsory drilling method (currently one) and electives required for Level 4 practical. Council agreed to discuss further and report back to Janet

- Election of President**

Mel Griffiths was nominated as President with Sam Woodford as Vice President
Moved: Steve Faulkner/Steve Pilcher

- Minutes of previous council meeting / Matters arising**

All matters arising moved to General Business
Minutes accepted as true record
Moved: Tim Babbage/Zane Brown

- Correspondence**

DATE	FROM	SUBJECT
20-Jun	Ally Shadbolt - n3	Call campaign and i-pad draw <i>forwarded to all members</i>
20-Jun	Christine Young - ADIA	Apologies for discovering ADIA missed billing for last 5 magazines and enclosing invoice <i>Paid invoice</i>
21-Jun	Peter Young - TPP	Advising not yet taken up position but reiterating keen to offer pre-employment although he understands "many companies laying off staff" so not a good time to launch a new programme <i>this email in response to my email of same date urging him to contact MITO and work with them</i>
22-Jun		<i>I replied to Peter to downplay industry recession and reassured him we don't want to lose this resource for pre-employment - Janet Lane also copied in as per Steve Faulkner and suggested conference call to discuss</i>
23-Jun	Janet Lane - MITO	confirming times for conference call
24-Jun	Janet Lane - MITO	emailing Peter for preliminary chat before conference call

07-Jul	Peter O'Sullivan - TPP	Advising he had several calls with MITO re training. MITO asked for TPP proposals for block courses. Peter then asked for our members to be canvassed for what courses they want and advising their would be additional fees <i>Forwarded this email to Janet Lane for comment. She was annoyed that after asking TPP to supply proposal to MITO of what block courses they could offer for the qualifications, they failed to respond but wanted to canvas our members for courses and advised that there would be additional costs to the MITO charges. Members not canvassed yet due to conflict of interest - we have reiterated to TPP they need to work with MITO on this training</i>
23-Jun	Alex Sue - n3	introducing himself as new account manager <i>replied to make contact with him</i>
27-Jun	Chris Hamilton - MITO	Drilling postcard campaign to go to members <i>forwarded to council for approval</i>
28-Jun	Libby - Milnes Beatson	End of year financials update and forward planning list <i>replied with necessary info and asked for update with auditing process</i>
29-Jun	Russell Sherwin	Requesting minutes of last 3 council meetings as per my employment contract <i>Replied that minutes of Nov 2015 on website, Feb minutes just ratified so will be loaded imminently and June minutes will be loaded after being ratified at August meeting</i> Received further response that minutes should be emailed to all council members immediately then posted on website preceding week to ensure transparency
29-Jun	Tony McMaster	request from website for names and contacts of any Wellington drilling companies <i>replied with details</i>
13-Jul	Donna at Nevill Webb	query on ACC classification <i>rang ACC to clarify and emailed contractors with results - also put link on website</i>
22-Jul	"Col" via website	Abusive email from ex member of NZDF about Drilling Federation using those initials - seen on bumper sticker <i>ignored as he had not provided full name</i>
15-Aug	Auditors	Questions about end of year accounts <i>replied with details</i>
17-Aug	Janet Lane - MITO	Request to discuss with council feedback received about practical elements of qualifications <i>Janet will be speaking to Council - document for discussion emailed out 24/8 for perusal</i>

Correspondence approved
Moved: Mel Griffiths/Zane Brown

6. Finances

INCOME

reg	Drillers reg	\$	500.00
subs	56 members paid	\$	36,480.00
AGM	Registrations	\$	12,340.00
	IRD refund	\$	478.41
	income to 24/8	\$	49,798.41

\$14,780 still outstanding in subs

EXPENSES

DATE	FOR	AMOUNT
30-Jun	Wellington airport	\$ 802.70
30-Jun	ADIA magazine cost for year (they had missed)	\$ 3,281.07
30-Jun	EO hours jan-june	\$ 3,750.00
30-Jun	Paper reimburse	\$ 16.00
20-Jul	Tony Lyons reimburse flight meeting	\$ 376.00
20-Jul	ADIA mag June July	\$ 576.51
20-Jul	MITO sub	\$ 575.00
20-Jul	Audit report BNZ	\$ 40.00
22-Jul	Audit report ASB	\$ 40.00
26-Jul	AGM rugby tickets	\$ 20,885.50
22-Aug	NetMaestro monthly payment	\$ 69.00
25-Aug	R&R H&S consultation	\$ 862.50
25-Aug	WHS - prepaid large envelopes	\$ 333.60
25-Aug	Heartland Design - scan/copy Drillers	\$ 85.50
		\$ 31,693.38

Payment still to be made for AGM hotel

balance in ASB cheque account at 24/8	\$	45,934.97
Term deposit 1 BNZ mature 24/1/18	\$	64,621.16
Term deposit 2 BNZ mature 20/1/17	\$	33,973.37
total bank accounts as at August 2016	\$	144,529.50

Finances approved

Moved: James Chapman/Steve Pilcher

7. General Business

Drillers registration update

Currently 58 registered with some possibly about to upscale. Do we promote on website? Following discussion agreed to list company names only. Need to have clear process for who will ring for reference

Membership

Subs coming in will chase at end of month any outstanding. Trademark already registered so needs to be clear in rules about ex members not using logo

Rule book

Jeff updated – documents currently with lawyers

Life memberships

Spreadsheet table of all councillors completed. Sam has analysed with points for various items. Some clear candidates stand out for next award. As it would happen at next big conference there is plenty of time to double check everything before making final decision

History

Nothing further happened yet. Everyone to chase up the promised actions. Debbie has found 4 editions of The Driller in archive boxes – had them scanned and copied so we have electronic copy. Hard copies passed around meeting. Also got a load of photos from Doug Chase have had them scanned and been posting a few on the Facebook page. Getting plenty of traffic on there

MITO / Qualifications

There was further discussion about the electives. It was agreed that there needs to be 2 methods of drilling for Level 4, more electives to be added as discussed and that area to be reduced to 60 credits from 95. Debbie to advise Janet
Sam to double check number of registered applicants as numbers seemed lower than expected for currently enrolled

Scholarship

Following a motion at the November meeting last year and after further discussion at this meeting, it was decided that Council would award 2 x \$1500 scholarships for students toward their qualification at any level. They need to be currently unregistered. Sam to draft a document to go out to council for approval before being sent to contractors for applications

Meeting closed at 14.30pm

Next meeting provisionally Thursday Nov 10

Debbie to check price of Miramar venue and advise