

**Minutes of the New Zealand Drillers Federation Inc Council Meeting
Friday June 17, 2016 at Wellington Airport Convention Centre**

1. **Present:** Steve Faulkner, James Chapman, Steve Pilcher, Dale Preston, Jeff Ashby, Mel Griffiths, Tim Babbage, Mark de Goldi, Sam Woodford, Zane Brown, Ken Mears, Tony Lyons, Debbie Lovett
Apologies – John Butt, Marcus Durrant, Iain Haycock
Moved: Jeff Ashby/Sam Woodford

2. **Minutes of previous council meeting / Matters arising**
It was noted that Tim Babbage was present at last meeting but omitted from minutes.
Drillers Qualification
Sam updated meeting on process which was queried at last meeting. Level 4 is now changing methodology
Uptake has been slow which is concerning and needs to improve – info/flyer to be included with invoice for subs
Discussion followed about methods for employees to ‘buy in’ to training including part payment
Geotech work will shortly need qualifications for NZTA jobs which will drive it more
Ken mentioned he had a meeting with TPP. Council unanimous that TPP must work with MITO – emails have already been exchanged along these lines see correspondence
Minutes accepted as true record
Moved: Jeff Ashby/Zane Brown
Rest of items in matters arising moved to general business for discussion

3. **Correspondence**
 - MITO – Industry Summit invitation/AGM notice
Forwarded to council for attendees/apologies and proxy form sent for AGM
 - TPP – email from Michele Cox that she was leaving next day
Arrived too late for reply. New contact Peter O’Sullivan advised may be ceasing courses on west coast possibly relocate course to upper north island. Replied asking him to contact MITO to work in with Drillers Qualifications
 - Milnes Beatson – notification of scheduling accounts
 - Builders & Contractors Magazine – offering editorial in exchange for advertising leads
Circulated to council for decision which was unanimously declined
 - MITO – Drilling campaign ad
Circulated for approval
 - MITO – invitation to sponsor future leader to Summit
Circulated to council – discovered that Aaron Winsloe has left NZ
 - Webster Drilling – details of NZTA app
Forwarded to members
 - Membership application for Ryco – approved
 - Various H&S emails circulated to membersMoved: James Chapman/Sam Woodford

4. Finances

Financial Statement June 2016

EXPENSES

DATE	FOR	AMOUNT
02-Mar	Plasticard	\$ 30.18
02-Mar	Lovett reimbursement flights Feb meeting	\$ 4,296.00
02-Mar	Lovett EO time Sept-Dec	\$ 3,390.00
02-Mar	Audit	\$ 1,342.05
11-Mar	Airport Feb meeting	\$ 802.70
21-Mar	NetMaestro DD (wrong amount)	\$ 125.35
20-Apr	NetMaestro DD	\$ 69.00
13-May	Lovett reimbursement flights June meeting	\$ 3,895.00
13-May	Lovett reimbursement GST terminal tax	\$ 1,355.59
13-May	Modica domain name	\$ 45.94
13-May	Milnes Beatson	\$ 188.91
20-May	NetMaestro	\$ 69.00
		\$ 15,609.72

INCOME

23-Mar	Drillers registrations	\$ 3,000.00
18-Apr	Drillers registrations	\$ 1,750.00
26-Apr	membership part year payment	\$ 150.00
		\$ 4,900.00

balance in ASB cheque account after payments	\$ 25,560.40
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 June 16	\$ 124,154.93

Subscription invoices to go out before end of month

Following discussion to go out with them: registration application, details of qualification, AGM registration form, n3 flyer and details of NZTA app

Moved: Zane Brown/Sam Woodford

5. General Business

- Drillers registrations
Currently at 55 including first female – keep promoting
- Memberships
Overall gain for year with new applications more than resignations
Membership application to go to Ground Investigation and chase up Parker/Enzed
After subs gone out approach some previous members
Discussion about past members still using logo – possibility of trade marking logo –
Debbie to enquire about cost and process
Logo update discussed again

- Rule book
Jeff had circulated initial comments from initial work up which were discussed and agreed. Membership classes were discussed as well as rules around conference attendance
- Life memberships
When spreadsheet table of all councillors completed by Debbie, Sam will analyse with algorithms to define process
Possible items to award points for were listed as: years on council, years of membership including founding members, positions held, conference hosting, donations, actions beyond call duty
- AGM weekend
Jeff updated with details: Plaza Hotel booked – easy walking distance to events plus bonus of everyone in same place. Block of 120 tickets booked. Boat will be near wharf with big screen. Charity to be selected then emails to be sent with requests for items for auction. Auction better Friday night so food to be included to make evening more of an event. Stilson throwing venue only item not decided yet. ADIA CEO Peter Hall to attend. Registration forms to go out shortly with programme details.
- History
No interviews have been done yet. Still need to decide direction – NZDF or drilling?
Drilling magazines – possibly from ADIA/Russell Bayliss and Debbie to check archive boxes
Jeff to get Russell Bayliss, Bill Washington, Lyell McMillan and Bain Webster together for them to discuss formation/direction – possibly if they come in early for weekend
- Presidency
Steve advised that James is not in position to take over. With no volunteers at present Steve agreed to continue until after AGM.
- Working with suspended loads
Tony explained situation which has arisen lately with Solid Energy and Bathurst. Under the CEO Rules and the Mining Quarries Act they have determined that when lifting rods with winch fall zone of drilling rig mast is classed as suspended load. This was discussed as can only be dealt with by risk assessment
- Social media
Facebook page views increasing. Public group preferable so that everyone can post with easy visibility. Old photos most popular - council members who are FB members to post

Meeting closed at 3.30pm

Next meeting August 27 after AGM