

**Minutes of the NZ Drillers Federation Inc Council Meeting
Held March 2, 2017 at Wellington Conference Centre**

Present: Mark De Goldi, Sam Woodford, Steve Pilcher, Tony Lyons, John Butt, Ken Mears, Mel Griffiths, Iain Haycock, Dale Preston, Jeff Ashby, Zane Brown, Steve Faulkner, Tim Babbage (flight delayed)

Apologies: Marcus Durrant, James Chapman

Minutes of previous council meeting

Matters arising moved to general business

Motion: Minutes passed as true and accurate record

Moved: Sam Woodford/Tony Lyons

Correspondence

CORRESPONDENCE FOR MARCH MEETING		
DATE	FROM	SUBJECT
29-Aug	John Scott	NZGD database <i>forwarded to all members</i>
29-Aug	Rhys Laraman	McNeill Drilling confirming Drill 2018 hosting <i>replied and sent spreadsheet from Drill 2013</i>
29-Aug	Helen Middleton	thanks for flowers we sent as a thank you for organising AGM weekend
01-Sep	Steve Faulkner	WES documents <i>uploaded to website</i>
02-Sep	Janet Lane	I advised Janet about electives decided at council meeting and informed her about NZDF Scholarships <i>She acknowledged receipt and was very pleased about scholarships</i>
03-Oct	Christine Young	email advising her resignation WEF 24 Oct <i>replied thanking her for everything - also notified council so they could contact her</i>
10-Oct	Peter Hall	advising conference now October Novotel Twin Waters and asking about our rules re timing <i>replied confirming within 4 months of end of financial year so October ok</i>
12-Oct	Mike Wilson - Landtest	enquiring about Drillers Qualification <i>replied with details</i>
18-Oct	Una Jo Garner	school research project about oil drilling <i>Forwarded to Luke Goodwin via Websters who answered her questions</i>
26-Oct	BSB Societies	info re website login and filing in response to my request
23-Nov	Peter Arbuckle	wanted info about Drill 2015 attendees for export grant application from Aussie <i>replied with details</i>

02-Dec	Janet Lane	nomination for board directors first info <i>subsequently Iain Haycock was nominated</i>
02-Dec	MITO	Scholarship reminder last week <i>Forwarded to Contractors and Council - reminded our scholarship applicants to apply for both</i>
04-Dec	Builders & Contractors magazine	wanting to do a story on NZDF - in exchange for us giving them list of people to approach for ads <i>Canvassed Council -politely declined</i>
06-Dec	Roger Hay	now with Engineering & Compressor Services - enquiring about membership and conferences <i>replied with membership form and info about conferences</i>
13-Dec	Felicity Hargreaves	Alton Drilling - now employ Aiden Stace who won scholarship when he was with CW. Wanted to pick up scholarship. <i>I rang MITO as they awarded scholarship. Seems he started but didn't finish. MITO said it was only transferable if that was agreed by CW Drill. Advised Felicity. Also advised MITO that he was on their website as success story which they have since removed</i>
21-Dec	Russell Sherwin	querying who was on judging panel for scholarship <i>replied with answer. He then stated all our subs should go to charity rather than manufacture candidates. Replied that he should channel his negativity as councillors give their time voluntarily for good of industry and all members had opportunity to put candidates forward</i>
11-Jan	Pip Buunk	checking info about scholarship <i>spoke with Pip and Sam about this - Sam sorted out</i>
20-Jan	Les McCracken	Extractives Regulations Review <i>Went out to all council and then contractors. Only response from Tony who was already copied in on the original. Dean Fergusson was already working on project along with Tony so no formal submission from NZDF</i>
24-Jan	Jodie - Carlyle Drilling	Question re use of log book near drillsite or office <i>looked up info on NZTA website - sent her link - log book exempt for class 1 or 2 only not 4</i>
02-Feb	Speight Drilling	membership application form request <i>Sent form and chased up before meeting</i>
03-Feb		sent board nomination form and paperwork for Iain Haycock to MITO
07-Feb	Peter Hall	ADIA looking for presenters for conference <i>forwarded to all members</i>
16-Feb	Hamish Pearson	enquiring about Screen book <i>replied with details from Marcus</i>
21-Feb	Janet Lane	MITO scholarship winners announced
10-Feb	Kennards Hire	membership application form request <i>Sent form and chased up before meeting</i>

23-Feb GPR Solutions membership application form request
Sent form

Motion: Correspondence be accepted

Moved: Mel Griffiths/Steve Pilcher

Finances

Income

reg	Drillers reg since August	\$	6,000.00
subs	19 associate members @ \$500	\$	9,500.00
subs	67 full members @ \$600	\$	40,200.00
subs	2 x half year associate	\$	500.00
		\$	56,200.00

**loss for year: 1 x associate, 3 x full, 4 x magazine
gains since July: 3 supplier, 1 full + 3 new applications Feb**

Expenses since August 2016

DATE	FOR	AMOUNT
20-Sep	NetMaestro website monthly charge	\$ 69.00
04-Oct	n3 subscription	\$ 3,910.00
04-Oct	Plasticard	\$ 6.04
04-Oct	WHS - folders and labels	\$ 58.96
20-Oct	NetMaestro website monthly charge	\$ 69.00
21-Oct	Plasticard	\$ 56.37
21-Oct	NetMaestro - updates to website members area	\$ 115.00
21-Oct	WHS - archive boxes and files	\$ 33.29
20-Nov	NetMaestro website monthly charge	\$ 69.00
15-Dec	Milnes Beatson - accounts	\$ 2,136.70
15-Dec	Plasticard	\$ 6.04
15-Dec	Lovett - reimbursement flights, ADIA mags for Aug - Nov, gift Helen, courier pics to D Chase	\$ 4,353.14
20-Dec	NetMaestro website monthly charge	\$ 69.00
23-Dec	Lovett - EO hours	\$ 5,830.00
23-Dec	MITO scholarships	\$ 5,175.00
23-Dec	Plasticard	\$ 36.24
31-Dec	Bank fees	\$ 20.00
20-Jan	NetMaestro website monthly charge	\$ 69.00
20-Feb	NetMaestro website monthly charge	\$ 69.00
		\$ 22,150.78

Total bank accounts as at Feb 2017

balance in ASB cheque account at 24/2	\$	57,019.59
Term deposit 1 BNZ mature 24/1/18	\$	64,621.16
Term deposit 2 BNZ mature 24/1/18	\$	35,165.70
	\$	156,806.45

Following presentation of finances, discussion followed around pricing of Drillers Registrations. It is another income stream. Needed for some tenders already. To be reviewed at next meeting

Action: Debbie to report on costs and breakdown of figures around Drillers Reg and general finances - comparisons over last 4 years and through Banklink

There was discussion around the website costs and capabilities. Suggestion around internal classified section.

Action: Debbie to investigate other website hosting companies. Any recommendations for good websites known to councillors to be forwarded

There was discussion about n3 and uptake. Trade cards useful incentive for employees.

Action: Debbie to boost n3 to all members

Motion: Finances be accepted

Moved: Jeff/Zane

Life memberships

There was discussion about the number of life members in proportion to number of members. Then comparison to number of life members in proportion to people in industry. All council agreed any future life members should only be awarded one at a time. Process was discussed. Some changes to rule book may be needed before the total review when Societies Act changes.

Motion: Jeff to prioritise rule changes needed. To be reviewed at next council meeting in order to be ratified at 2017 AGM.

Moved: Jeff Ashby/Ken Mears

Motion: Intent to consider awarding next life membership at AGM Invercargill 2018 subject to rule changes being ratified 2017

Moved: Iain Haycock/Zane Brown

Action: Jeff to review rules

History

There was discussion around direction of history book/publication. Decided to concentrate first on life members and other industry people such as Lawrence Maguire, Alex Pyne

Action: Debbie/Mel - Letter hand signed by Mel to go out to life members: "We are compiling a history of NZDF for our 50 year celebrations. Would you please be able to submit some pages of your own history as a starting point for us"

Action: Jeff to contact Alex re book Antarctic drilling

Action: Jeff to contact Helen Brown re structure

Action: All members to look out for books/publications about drilling such as Bisley to purchase for archives

Action: Debbie to get scans done of other Driller magazines and send out to members occasionally

AGM/Conference 2017

Mel explained what had happened since August with ADIA moving conference to accommodate NZDF. Discussions followed.

1) Is everyone happy to hold joint conference? Unanimous

2) AGM to be held in Aussie (rather than having separate AGM weekend? Unanimous

Motion: On basis of above, NZDF council decided to defer voting of councillors to Invercargill 2018 subject to objections by members

Moved: Ken Mears/John Butt

Drillforce have volunteered to host 2020 Auckland. Ask members if anyone is interested in hosting 2019 and 2021

Need to have conference tab on website including details and countdown to next one. Gallery of photos

Minutes procedures

Ensure that during meetings a conclusion is reached after discussion.

Debbie to send out to council in draft form within week of meeting

Council week to reply with any changes

Minutes to be uploaded to website stamped DRAFT

Minutes ratified at next meeting as normal

Same process for AGM minutes

Moved: Ken Mears/Tim Babbage

Member survey

As this was mentioned back in 2011 but not actioned it was decided to use Survey Monkey to gauge interest around conferences. Emphasis on short easy surveys which can be followed up rather than making them too long.

Questions for first survey:

Were you aware of next conference?

NZDF/ADIA joint conference - do you plan to attend – if no why not?

If undecided what would encourage you to change your mind?

When did you last attend conference? Which one?

What would you like to see at conferences?

Any other topics you would like us to survey?

Action: Debbie to set up template and send to council to approve before it goes out

Membership Application form

Back in 2013 it was supposed to be changed to include room for nomination, company info, CV etc. Discussed possible changes.

Action: Debbie to draft changes and send out for approval

Action: Debbie to compile list of current members along with list of ex-members and send out to council. Councillors to then recruit new members and try to get back members who have left

Next meeting

Possibly Thursday June 15 – room availability to be confirmed

Meeting closed 3.20pm