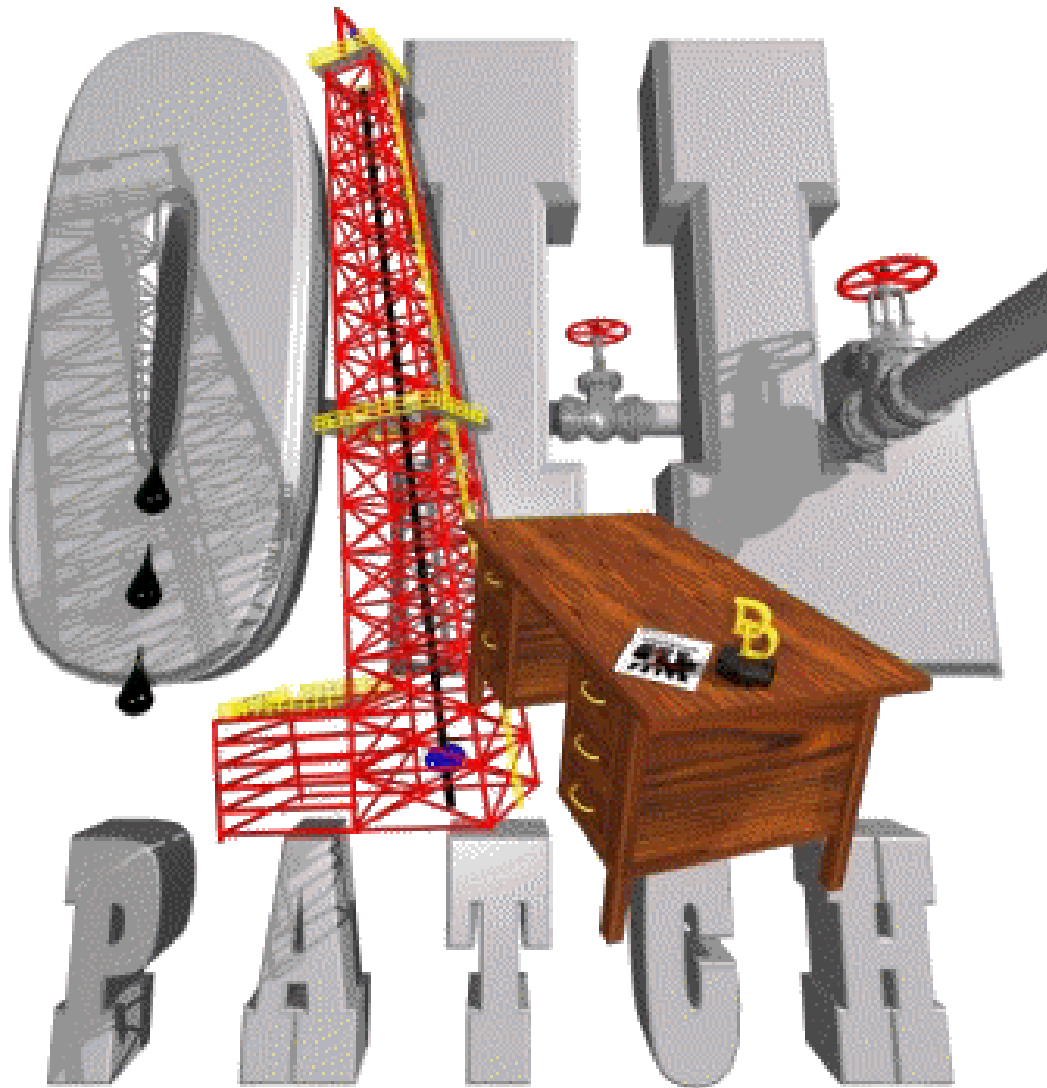


# Westbank Oil Patch

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A PUBLICATION OF THE DESK AND DERRICK CLUB OF THE WESTBANK  
GRETN, LA—Volume 46, Issue 8

## 2022 Committee Chairmen

Aimee: Bonnie Wall  
Bulletin/Web: Judi Adams/Charlie Miller  
Bylaws: TBD  
Election: TBD  
Field Trip: Bonnie Wall  
Finance: Debbie Brazeal  
General Arrangements: Elaine Lesnak  
Membership/Orientation: Susan Miller  
Nominating: Judy Guillot  
Program/IAN: Angie Duplessis  
Scholarship: Gaylen Guillory

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Southeast Region	12-13
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Hurricane Check List	20-21

## 2022 Westbank Board of Directors

President: Judi Adams  
Vice President: Angie Duplessis  
Secretary: Theresa Adams  
Treasurer: Pam Lauckner  
Director: Linda Belsome  
Director: Bonnie Wall

## 2022 ADDC Board of Directors

President: Philana Thompson  
President Elect: Barbara Pappas  
Secretary: Wendy Sparks  
Treasurer: Heather Woods  
IPP: Evelyn Green  
Parliamentarian: Nell Lindenmeyer  
Northeast Director: Samuel Thomas  
Southeast Director: Kathy Martin  
Central Director: Jamie Sabata  
West Director: Esther Greyeyes

## Westbank Club 2022 Meeting Calendar

BOARD MEETINGS	GENERAL MEETINGS
January 19	January 26
February 16	February 23
April 16	April 23
April 13*	April 27
May 18	May 25
June—No Meeting	No Meeting
July 20	July 27
<b>August 17</b>	<b>August 24</b>
September 14**	September 28
October 19	October 26
November—No Meeting	No Meeting
December 7***	December 14***
* moved-Region Meeting; ** moved-Convention; *** moved-Christmas	

## August Meeting

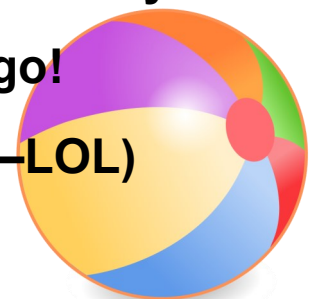


**JOIN US FOR A BEACH PARTY!**

**Wear your favorite Hawaiian shirt or shorts and beachy t-shirt!**

**Be ready to play Beach Blanket Bingo!**

**(no REAL swimsuits or bikinis, please—LOL)**



# Club President's Newsletter

**Judi Adams**  
**President**

322 Bienville Dr  
Gretna LA 70056  
(504) 407-7443

dandd.iudi@gmail.com

Angie Duplessis  
Vice President

Theresa Adams  
Secretary

Pam Lauckner  
Treasurer

Linda Belsome  
Director

Bonnie Wall  
Director

August 2022

Letter #8

Dear Westbank Members,

Did you know? Christmas is only 146 days away as I write this letter on August 1<sup>st</sup>. We still need to get through hurricane season! Look for information from Jefferson Parish on pages 20-21. We started stocking up on non-perishable foods and emergency supplies in May; that was my excuse to buy Vienna Sausage.

Several of our members are having health issues; but, I have gotten reports on health improvements for several members. Let's keep all of our members in our thoughts and prayers.

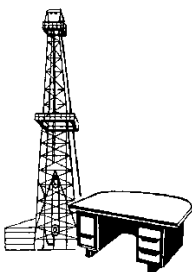
By the time you read this, BUNCO 2022 will be in the books. I hope someone got a few pictures to share in the September bulletin.

We will have a meeting, no program, on August 24<sup>th</sup>. Instead, after conducting the business meeting and enjoying dinner, we'll have a Beach Party! Beach Blanket Bingo! Door Prizes! FUN! GAMES!

And, Nominations Are Open for 2023 club officers. The nomination form and officer and board responsibilities are on pages 7-11.

Enjoy this wonderful month of August and be safe,

*Judi Adams*



## **What's happening with the Westbank Club?**

### **Secretary—Theresa Adams**

There being no June meeting, there are no minutes to print or approve.

### **Treasurer—Pam Lauckner**

The May and June Treasurer's reports were approved at the July meeting; they are filed for audit.

### **Finance—Linda Belsome**

Ticket sales are \$1/one or \$5/six; Charlie Miller donated his winnings in July to the Scholarship Fund.

### **General Arrangements—Elaine Lesnak, Chairman**

We had 17 members and one guest speaker in July. Elaine will send out the notice for our August 24th meeting at the Red Maple Restaurant.

### **Membership—Susan Miller, Chairman**

We have 34 members. Be sure to notify Susan by August 17th to get any new members or guests approved at the August Board meeting. Susan will do D&D Orientation at the October meeting; title, etc, TBD.

### **Scholarship—Bonnie Wall**

BUNCO is scheduled for August 6, 2022. Be sure to contact Susan for tickets. Advance sales only.

### **Community Service—Angie Duplessis**

The 2022 API Joint Industries Luncheon is scheduled for August 22nd. Charlie Miller, president of the API-Delta Chapter, will preside over the meeting. Susan and Judi plan to help with registration and attend the luncheon.

**2022 Convention**—At this time, Susan, Angie, and Judi are registered to go. They've got flights, rooms, and activities lined up. Consider joining the fun as ADDC holds its first in-person Convention since 2019. There are some really interesting and educational field trips planned.

**2023 Region Meeting**—Susan, Angie, and Judi are meeting with the hotel contact on the 17th to finalize the contract and tour the meeting space. There's been lots of construction going on from the top floor to the sidewalks out front.



## BOARD NOMINATIONS NOW OPEN

The official form should be completed and returned to Judy Guillot by September 14, 2022.

Positions Open:

**President**

**Vice President**

**Secretary/Treasurer**

**Director (1 or 2)**

The Board meets 9-10x/year via Zoom; this worked very well in 2021 and 2022.

Pages 8-11 contain the general and specific responsibilities of Board Members.

**WESTBANK DESK & DERRICK CLUB  
RESUME' FOR 2023 OFFICE**

**Name:** \_\_\_\_\_

**Candidate for:** \_\_\_\_\_

**Company:** \_\_\_\_\_

**Position:** \_\_\_\_\_

**Years as D&D Member:** \_\_\_\_\_

**Offices held:** \_\_\_\_\_

**Club Experience:** \_\_\_\_\_

**Association Experience:** \_\_\_\_\_

**Regionals Attended:** \_\_\_\_\_ **Conventions Attended:** \_\_\_\_\_

**Business Experience:**

**Educational Background:**

**Personal Data:**

**Company Support:**

**Deadline: 9/14/2022**

**Signature:** \_\_\_\_\_ **(electronic okay)**

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**Email your resume to:**

Judy Guillot  
504-347-0022  
judysguillot@gmail.com

## **GENERAL RESPONSIBILITIES OF OFFICERS AND BOARD MEMBERS**

1. Assume all responsibilities in connection with the position to which you have been elected.
2. Set an example for the conduct of the Club, upholding its purpose at all times while conducting any ADDC, Region, and Club business and when in contact with the public.
3. Attend all meetings of the Board of Directors and General Membership.
4. Report any absence to the President or Secretary.
5. Encourage members to attend a board meeting.
  - a. Notify President or Secretary/Treasurer if a member wishes to attend a board meeting.
6. Attend all Club functions, when possible.
7. Recommend changes in the club's Bylaws, Standing Rules, General and Detailed Responsibilities of the Officers and Board of Directors, and General and Detailed Responsibilities of Committee Chairmen.
8. Formulate new policies for the Club when necessary to improve efficiency of Club operations.
9. Provide approval or rejection on the following items:
  - a. Applications for new and renewing members
  - b. Any single un-budgeted expenditure/s for an amount less than 3% of the annual budget
  - c. Advances of funds
  - d. Appointments of Committee Chairmen and the Parliamentarian
  - e. The proposed annual budget before presentation to membership for their approval
  - f. All club activities such as field trips, seminars, monthly speakers, club sales items, etc.
10. Serve as a Board contact of any committee/s assigned by the President.
  - a. Attend any meetings of said committee/s, reporting results to the Board of Directors at its regular meetings.
  - b. Each month, except any month in which the meeting has been suspended, report the progress of or issues related to the assigned committee/s to the President and the Board of Directors.
  - c. Serve as a liaison between the committee/s and the Board of Directors, coordinating the work of the committee/s.
11. Attend the annual Region Meeting, ADDC Convention, and associated activities when possible.
12. Turn over all relevant files to your successor as soon as practical but no later than 30 days after the end of term of office.



## **President**

1. Coordinate and direct all business of the Club and serve as Chairman of the Board of Directors.
2. Serve as the presiding officer at all meetings of the Board of Directors and the General Membership.
3. Call any special meetings of the Board and/or membership as deemed necessary.
4. Serve as ex-officio member of all committees except Election and Nomination.
5. Delegate duties to the Vice President as may be most helpful in assisting you in your job and in accordance with the responsibilities of that office.
6. After election to office, select all Committee Chairmen and a Parliamentarian, if deemed necessary.
7. Present selection to the Board of Directors for approval at the January Board meeting of the following year
8. Appoint Board members as Board contacts on these committees.
9. Distribute correspondence (or copies thereof) to the Secretary, committee chairmen, and members as appropriate.
10. Write the "President's Letter" monthly to be published in the Bulletin, submitted to the Bulletin editor by the stated deadline.
11. Sign all checks jointly with the Secretary/Treasurer and/or Vice President.
12. Represent the Club at ADDC Convention, Region Meeting, field trips, seminars, workshops, and any ADDC and Region-related functions, keeping membership informed on these activities.
13. Act as liaison between the Club and the Association keeping membership fully informed of all Association and Region matters.
14. Ensure the Club's compliance with rules and regulations adopted by the Association.
15. Prepare and present a summary report at the General Membership Meeting after the Region meeting.
16. Select and announce the meeting dates and locations for the Board of Directors and General Membership meetings.
17. Provide all Officers and Board Members with an agenda of business to be discussed at all meetings of the Board of Directors and General Membership.
18. Ensure that the past year's Treasurer files required tax forms by designated deadlines.
19. Present proposed amendments to the Association Bylaws and Standing Rules to General Membership prior to Convention for their review and discussion.
20. In the beginning of the year, furnish a written, detailed proposed budget for the year to the Secretary/Treasurer by the specified deadline.
21. At the end of the year, provide a written report of the year's financial activity to the Secretary/Treasurer.
22. Extend an invitation to a member of ADDC to install incoming Officers and Board members.
23. Ensure that the Secretary/Treasurer renews the Club's Surety Bond, Safety Deposit Box, Post Office box, and Certificates of Deposit as required or directed by the Board.
24. Notify the Region Director of newly elected Officers and Board members and the club's Membership Meeting dates and locations via the New Club Officers Form (on ADDC website).
25. Advise the Region Director of any changes during the year.
26. Send/coordinate sending flowers or donations in the name of the Club in the event of death of a member. Submit the invoice to the Secretary/Treasurer for reimbursement.
27. Appoint Election Committee and Nominating Committee chairmen, if needed.
28. Announce any legislative or employment information when available.
29. Attend Region Meeting and ADDC Convention informed but uninstructed unless otherwise voted on by membership.

## **VICE PRESIDENT**

1. Serve as assistant to the President and work closely with the President, performing the duties of the presidency during any absence or inability of the President to perform said duties.
2. Succeed to the office of President should a vacancy occur.
3. Accept such duties as are delegated by the President, including chairmanship of any specified committees.
4. Sign checks jointly with the Secretary/Treasurer and/or President.
5. Receive and distribute all information on Region Meeting and ADDC Convention.
6. Encourage attendance at said meetings, keeping all who are committed to attend up to date on all information.
7. Serve as Program Chairman, performing all duties of the committee.
8. Serve as Community Relations Officer, performing all duties assigned.
9. Prepare annual budget for Delegate and Alternate Delegate expenses for Annual Region Meeting and ADDC Convention

## **DIRECTOR**

1. Serve to record minutes in the absence of the Secretary.
2. Serve as Committee Board Contact as assigned by the President.
3. Serve other duties as assigned by the President.



## **SECRETARY/TREASURER**

1. Record minutes of the club Board and Membership meetings. Distribute Board meeting minutes to Board of Directors via email; submit Membership meeting minutes to Bulletin editor for monthly bulletin.
2. At least one week prior to each Board meeting, notify the Board of Directors of the date, time, and place of the meeting.
3. Notify all committee chairmen of any joint meetings with the Board of Directors as may be called by the President at least one week prior to said meeting.
4. Furnish the President with the minutes of the Board and General Membership meetings as soon as possible following the meetings.
5. Maintain records of attendance of Officers and Board of Directors at Board and General Membership meetings.
6. Maintain records of approved minutes of the Board of Directors and General Membership meetings.
7. Send or coordinate all correspondence on behalf of the club, including cards, letters, and notices.
8. Maintain the permanent financial records of the Club and handle all of its funds, keeping an open set of books.
9. Secure proper signature cards as required for all accounts at the beginning of the year, no later than January 15th.
10. Sign all checks jointly with the President and/or Vice President.
11. Coordinate completion and submittal of "Transmittal List For ADDC Membership Dues" with the Membership/Orientation Committee Chairman. Ensure the form, along with appropriate dues and assessments, is sent to the Association Distribution Office and Region Treasurer in a timely manner.
12. Present a report (Treasurer Exhibit A) detailing all receipts, including any interest posted to all accounts, and disbursements within the prior month at each monthly Board and Membership meeting.
13. Furnish a written mid-year financial statement and report of actual expenditures to the Board and General Membership; report must be submitted no later than the scheduled Board Meeting in August.
14. Furnish a written year-end financial statement and report of actual expenditures to the Board and Membership at the January meetings following year of service; report must be submitted no later than the scheduled Board Meeting in February.
15. Prepare a written proposed budget of all committees and applicable officers for presentation to and approval by the Board of Directors at the regularly scheduled February meeting; report must be submitted no later than the scheduled Board Meeting in March.
16. Prepare a written completed annual budget report for presentation to the Board of Directors and Membership at the end of term of office in January of following year; report must be submitted no later than the scheduled Board Meeting in February or whenever directed by a majority vote of the Board of Directors.
17. Distribute Income/Disbursement Form (Exhibit B) to applicable Officers and Committee chairmen to be used for check/cash receipts and check requests.

Ensure form is updated and available for all members to access on the club's website.
18. Use Income/Disbursement Form (Treasurer Exhibit B) to record all Club financial transactions.

Ensure form is updated and available for all members to access on the club's website.
19. Balance the Club checking account against the Bank Statement monthly.
20. Deposit all incoming funds within 14 days of receipt.

If unable to do this, request assistance from President or Vice President.
21. Complete all required tax forms for year of term served by the specified deadlines.
22. Renew the Club Surety Bond, Safety Deposit Box, Post Office Box, and Certificate(s) of Deposit as required.



## Board of Directors

### PRESIDENT

**Philana Thompson**  
Merrion Oil & Gas Corporation

### PRESIDENT ELECT

**Barbara Pappas**  
Cobra Oil & Gas Corp.

### SECRETARY

**Wendy Sparks**  
Carl E Gungoll Exploration LLC

### TREASURER

**Heather Woods**  
Soudier, Miller & Assoc.

### IMMEDIATE PAST

**PRESIDENT**  
**Evelyn Green**  
GBC Minerals, Ltd

### PARLIAMENTARIAN

**Nell Lindenmeyer**  
A-Plus Well Service, Inc

### CENTRAL REGION

**DIRECTOR**  
**Jamie Sabata**  
Gardner Cryogenics/ Air  
Products

### NORTHEAST REGION

**DIRECTOR**  
**Samuel Thomas**

### SOUTHEAST REGION

**DIRECTOR**  
**Kathy Martin**  
Acadian Ambulance Service,  
Inc

### WEST REGION DIRECTOR

**Ingrid Burton**

**Kathy Martin**

2022 Southeast Region Director

130 E. Kaliste Saloom Rd

Lafayette, LA 70508

(337) 278 2673

srmdisney@gmail.com

August, 2022

To the wonderful members of the Southeast Region,

Welcome to August!! For some of you, it may be back to school time for the kiddos; for others, it may just be closer to fall and a break from this HOT weather! Whatever it may be for you, my hope is you find joy daily and reflect on the beautiful time you get to share above ground. It has been such a devastating month for the loss of our D&D loved ones - Candis Wells, Robbie Jo Powell, Kim Oelze, Bev George Cowart, and just recently, Dorothy Merrill (mom of Marsha Gentry). It has been a tough year thus far, but each challenge reminds us to appreciate the glory of another day!

Speaking of August, that means the 2022 ADDC Convention is NEXT MONTH...Woohoo!! Mark your calendars for September 21-25, 2022 at the DoubleTree by Hilton Hotel Pittsburgh Meadow Lands, 340 Racetrack Rd, Washington PA 15301. The deadline is fast approaching to avoid paying the late registration fee (deadline is August 22) and the field trips are filling up fast! So if you have not sent in your registration yet, please do so as soon as possible. Also, if you had any difficulty in booking the hotel at the reduced rate of \$139, please try again. Penny Jacobs, 2022 GAC, contacted the hotel and any issues should be resolved. If not, please let me know.

At the ADDC Board Meeting, we were informed that Keith Atkins has resigned his position on the Financial Review Committee where he was serving with Linda Rogers and Rena Schaeffer. It is my pleasure to let you know that Sharon Hess has stepped in to fill the vacancy and, for those of you who know Sharon, know we are the best of hands! Thank you Sharon for stepping up!!

Well, the final numbers for membership are in and we currently stand at 687. While that number gets us above budget (675), it is by a very narrow margin. Therefore, please help the Association stay viable and active and recruit, recruit, recruit!!! Let others around you know how much ADDC means to you and the values you have gained being a member. I know for me, it has not just been the educational value, but the invaluable friendships that have been forged and have lasted for 20 years....I would not trade my D&D friends for anything in the WORLD!! In case I haven't told you lately, you all mean a great deal to me! ❤️

Until next time,

*Kathy Martin*

*"Opportunity is missed by most people because it is dressed in overalls and looks like work." — Thomas Edison*



facebook.com/ADDC1914

## Beverly "Bev" George—Obituary

*Beverly "Bev" George, age 97, passed away peacefully in her home on the evening of July 25, 2022. She was born on March 23, 1925 in New Orleans, Louisiana to her loving parents, Henry R. George, Sr. and Gladys Frick George. She worked her way to a successful career as an executive secretary to Alden "Doc" Laborde, co-founder of ODECO, an off-shore drilling company for many years until she retired in the 1980's. Bev loved the social environment provided by her closeness to the executive environment at ODECO. She participated in many events and was often the organizer behind some of those events.*

*She joined the Desk and Derrick (D&D) in the early 1950's and became lifelong friends to many of its members. She also met Robert "Bob" Cowart, who became her partner and eventually her husband. Bev and Bob were married in 1993 until his death in 1995. Bev loved to travel with Bob and also friends including Pamela Meldrum, Molly Post, Judy Quick, Johanna Lae and many others.*

*She traveled the world to places such as London, Paris, Rome, Calgary, Las Vegas and many more destinations. She would bring back souvenirs, such as paintings and generously give some items to the family. Eventually her refrigerator doors became full of souvenir magnets to remember all of the trips she took.*

*For the family, Aunt Bev was an organizer who provided Christmas dinners to the family at local restaurants, such as Mandina's in New Orleans and Vincent's in Metairie, as well as organizing Christmas reunions and the annual St. Patrick's Day parade reunions with family and friends in the neighborhood.*

The Celebration of her life was held on Saturday, August 6, 2022 at Jacob Schoen & Son, 3827 Canal Street, New Orleans, LA 70119. Bev was a member of the Desk and Derrick Club of New Orleans, joining D&D in 1953.

Beverly will be missed by all of her Desk and Derrick friends, locally, regionally, and internationally.





## Board of Directors

### PRESIDENT

**Philana Thompson**  
Merrion Oil & Gas Corporation

### PRESIDENT ELECT

**Barbara Pappas**  
Cobra Oil & Gas Corp.

### SECRETARY

**Wendy Sparks**  
Carl E Gungoll Exploration LLC

### TREASURER

**Heather Woods**  
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### IMMEDIATE PAST

PRESIDENT  
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Products

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**Samuel Thomas**

### SOUTHEAST REGION

DIRECTOR  
**Kathy Martin**  
Acadian Ambulance Service,  
Inc

### WEST REGION DIRECTOR

**Ingrid Burton**

**Philana Thompson**

2022 ADDC President

610 Reilly Ave, Farmington, NM 87401

505-486-1171

[pthompson@merrion.bz](mailto:pthompson@merrion.bz)

August 2022

The deadline to register for convention is fast approaching, the sooner you get registered the easier it makes for planning. You can find the registration packet on our website at <https://addc.org/upcoming-conventions/#!event/2022/9/21/70th-annual-addc-convention-pittsburgh-pa>

At our last board meeting several innovative ideas were shared on how to recruit members. We recently had a request from a club to get copies of our ADDC brochure to assist in recruitment. An idea that was shared was along with handing out the ADDC brochure the club was adding in another brochure that highlighted what the club does! For example, does your club have any events coming up, golf tournament, industry appreciation? How about an overview on your membership meetings? If you are wanting some examples of how other clubs are putting together recruitment packets give me a shout!

### *Nomination Spotlights:*

**President Elect Nominee** Wendy Sparks has been a member since 1997. She has served on numerous committees' and board roles at the association, region, and club levels. Wendy stated that she wants to be aggressive and determined to do her best to keep our clubs viable, active, and productive.

**Treasurer Nominee** Katherine Martin has been a member since 2001. She also has served on numerous committees as well as in regional and club roles. She also served as the 2014 GAC! Kathy shared that Serving as the 2022 Southeast Region Director and with the 2022 ADDC Board has given her a deep appreciation for the work that is done behind the scenes to keep this organization viable.

If you are attending convention this year, please be sure to find them and chat with these two ladies about their personal visions, goals, and backgrounds!

In closing, if you are reading this, thank you! The first person who emails me at [pthompson@merrion.bz](mailto:pthompson@merrion.bz) and shares your ideas of recruitment will receive a \$25 Starbucks gift card on me and I will share your idea in my next newsletter and on our website!

Prayers and Blessings!

*Philana Thompson*

[pthompson@merrion.bz](mailto:pthompson@merrion.bz)





**Judi Adams**  
Rules Committee  
322 Bienville Dr  
Gretna LA 70056

504-407-7443 (M)  
Email: [dandd.judi@gmail.com](mailto:dandd.judi@gmail.com)  
Website: [www.addc.org](http://www.addc.org)

August 1, 2022

TO: All Club Presidents/Delegates  
FROM: 2022 Rules Committee  
SUBJECT: 2022 Rules of Convention and Proposed Amendment to ADDC Bylaws and Standing Rules

All club presidents/delegates, please review Rules of Convention and the proposed amendment to the ADDC Bylaws and Standing Rules prior to the opening business session of the 2022 ADDC Convention on September 23, 2022. Delegates will vote on the Rules of Convention at the Business Meeting.

Club Delegates will vote on the proposed amendment during the Business Session. Per the Rules of Convention, there will be time for discussion of the amendment and any changes to the amendment before votes are taken.

Delegates should have a copy of the Rules of Convention, proposed amendment, and any other information related to the Rules Committee available for reference during the business meeting.

If a delegate plans to propose a change/amendment to the proposed amendment, please complete the motion form and send it to President Philana Thompson and Rules Committee Chairman (Judi Adams). Parliamentarian Nell Lindenmeyer will review all changes to ensure proper procedures are followed.

The following documents are attached and will be posted on the ADDC website (Convention/Convention Reports):

Rules of Convention  
Proposed Amendment  
Motion Form

You can also send me an e-mail request for electronic files if necessary.

The ADDC Bylaws and Standing Rules will be updated on the ADDC website within 60 days following Convention, reflecting any changes that may be approved at Convention.

*Judi*

Judi Adams  
2022 Rules Committee Chair

Copy: Philana Thompson; Nell Lindenmeyer

## **RULES OF 2022 ADDC CONVENTION**

1. The Bylaws and Standing Rules of the Association of Desk and Derrick Clubs (ADDC) shall govern the affairs of the Convention, with the latest edition of Robert's Rules of Order Newly Revised being the Parliamentary authority for all rules not covered by the ADDC Bylaws and Standing Rules or rules of this meeting.
2. Only registered members may attend the business sessions unless prior approval has been received from the ADDC Board of Directors.
3. Only registered members, registered guests, and approved/invited industry guests may attend meal functions.
4. Members in attendance at meal functions, business and plenary sessions, workshops, and seminars shall turn off or make silent all electronic devices.
5. Members shall be in their seats at least five (5) minutes before the opening of each meeting.
  - a. Members shall only leave the meeting room in the event of an emergency, and then they shall leave and return in a quiet and orderly manner.
5. The voting body of the convention shall consist of one (1) registered delegate from each club eligible to vote and present at the meeting.
6. A quorum shall consist of a majority of the duly accredited and registered delegates.
7. The General Arrangements Committee shall reserve a section in the front of the meeting room for delegates and alternates.
8. All delegates and alternates shall check in with the Registrar at the designated time and location.
9. The delegate shall wear the numbered delegate badge.
  - a. The alternate shall be seated with the delegate.
10. The delegate or alternate shall report to a representative of the Registrar Committee upon leaving and returning, should it become necessary for either or both to leave during a business meeting.
  - a. The delegate shall relinquish the numbered delegate badge to the alternate when the delegate leaves the meeting; the alternate shall assume the duties of the delegate until the delegate returns.
  - b. If a club has no alternate, the delegate shall relinquish the numbered delegate badge to a member of the Registrar Committee.
  - c. A Registrar Committee representative shall provide a written report to the ADDC Secretary on all delegate and/or alternate exits and re-entries.
11. Any ADDC Board member who leaves during a business meeting shall notify the ADDC Secretary.
12. All main motions and amendments shall be in writing using the official motion forms obtained from the ADDC Secretary.
13. A signed copy shall be delivered to the President, Secretary, and, when the Rules Committee Report is under consideration, the Chairman of the Rules Committee.



14. Rules of Debate:

- a. A delegate shall go to the nearest microphone, state their name and the name of their club.
- b. The delegate may speak when recognized by the presiding officer.
- c. Debate shall be limited to ten (10) minutes on each pending question unless debate time is extended by general consent or voice vote of the delegates.
- d. A delegate or member of the ADDC Board may only speak twice on each debatable motion and for no more than two (2) minutes each time.
- e. Should a member who is not a delegate or ADDC Board member wish to speak on a question, the member shall be recognized by the presiding officer and must receive permission from the delegates. The member may then speak ONCE for no more than two (2) minutes on any debatable question.
- f. A timekeeper, appointed by the presiding officer, shall indicate when a member's allotted time to speak has expired.

15. The presentation of bid for Convention, based on region rotation schedule, shall be limited to a total of thirty (30) minutes.

16. Voting for ADDC Officers:

- a. The presiding officer shall announce the time and instructions for the election.
- b. If there is only one candidate for each office and there is no objection from a delegate, the presiding officer can declare that the nominees have been elected (election by acclamation).
- c. If a delegate objects, the election will be handled by preferential ballot as set out in Article IX, Section 2 (i) of the ADDC Bylaws.
- d. The Registrar Committee shall count the ballots and submit a written report to the presiding officer and the ADDC Secretary.
- e. The presiding officer shall announce the results of the voting to the assembly.
- f. A copy of the Registrar Committee's report and the ballots shall be sealed and given to the ADDC Secretary.

17. Unless otherwise determined by general consent or voice vote of the delegates, all other votes shall be taken by rising vote.

18. No Convention discussion or actions shall be released to the press except through the ADDC Public Relations Committee.

## How Ancient People and People Before the Time of Oil Wells Used Petroleum.

Petroleum literally means "rock oil." It is the second most abundant liquid on Earth. The petroleum industry is first encountered in the archaeological record near Hit in what is now Iraq. Hit is on the banks of the Euphrates river and is the site of an oil seep known locally as The Fountains Of Pitch. There asphalt was quarried for use as mortar between building stones as early as 6000 years ago. Asphalt was also used as a waterproofing agent for baths, pottery and boats (Purdy, 1957). The Babylonians caulked their ships with asphalt.<sup>3</sup> In Mesopotamia around 4000 B.C., bitumen - a tarry crude - was used as caulking for ships, a setting for jewels and mosaics, and an adhesive to secure weapon handles. Egyptians used it for embalming, and the walls of Babylon and the famed pyramids were held together with it.

Oil that had seeped to the surface would mostly evaporate and leave behind bitumen - the tarry component of the mixture of hydrocarbons from which it is composed. This has been used for thousands of years as a waterproofing agent, for plumbing, boat building and brick bonding. There is reference to bitumen being used as a coating for Moses' basket and Noah's Ark being 'pitched' inside and out with it. Natural deposits of asphalt occur in pits or lakes as residue from crude petroleum that has seeped up through fissures in the earth. In antiquity, bitumen was the Roman name for an asphalt used as a cement and mortar.

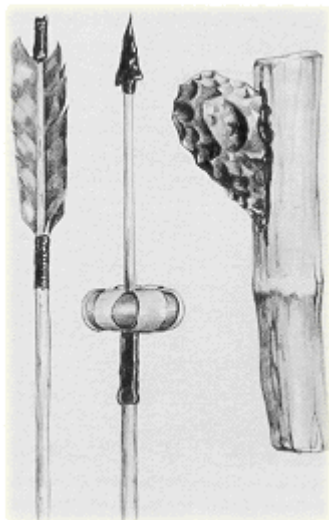
About 2000 years ago the Chinese used oil and natural gas for heat and light. Bamboo pipes carried gas into homes. Ancient Persians, 10th century Sumatrans, and pre-Columbian Indians all believed that crude oil had medicinal benefits. Marco Polo found it used in the Caspian Sea region to treat camels for mange, and the first oil exported from Venezuela in 1539 was intended as a gout treatment for the Holy Roman Emperor Charles V.

The American Indians collected oil for medicines. The American settlers found its presence in the water supplies a contamination, but they learned to collect it to use as fuel in their lamps. Indians near Sacramento used asphaltum to waterproof their baskets and to glue fibers of a soap-root brush to form a handle with twine. Also, hard asphaltum was used to make blades for knives and arrowheads. Their counterparts on the coast in the Mattole Valley in Northern California also harvested the sticky, dark material that made baskets airtight, secured arrowheads to wooden shafts and for some was said to have served as medicine for colds, coughs, burns and cuts.<sup>8</sup>

Native Americans traded crude oil that they obtained from oil seeps in upstate New York among other places. The Seneca tribe traded oil for so long that all crude oil was referred to as 'Seneca Oil'. Seneca Oil was supposed to have great medicinal value. It sold for \$20 per quart in a time when skilled workmen were paid pennies per hour. A petroleum technology text published in 1901 states that: "It is an undisputed fact at the present time that petroleum is an excellent remedy for diphtheria". The Senecas also used crude oil for body paint and for ceremonial fires.

Until the late 19th century, an oil find often was met with disinterest or dismay. Pioneers who settled the American West dug wells to find water or brine, a source of salt; they were disappointed when they struck oil. Several historical factors changed that. The kerosene lamp, invented in 1854, ultimately created the first large-scale demand for petroleum. (Kerosene first was made from coal, but by the late 1880s most was derived from crude oil.) In 1859, at Titusville, Penn., Col. Edwin Drake drilled the first successful well through rock and produced crude oil. What some called "Drake's Folly" was the birth of the modern petroleum industry. He sold his "black gold" for \$20 a barrel.

Yokuts knife and arrows made . . . by using chunks of very hard, dry asphaltum. Softer asphaltum . . . would melt from the hot valley sun and the body heat of the hunter, gluing the arrows or fore-shafts together.



This twined basket was waterproofed inside and out with asphaltum.



A Maidu acorn-meal brush, resting on a stone mortar filled with acorn meal. The brush is made of soap-root fibers glued together with asphaltum and laced with string.



SOURCE: <http://www.dnr.louisiana.gov/>



## The *OCS BBS* Website

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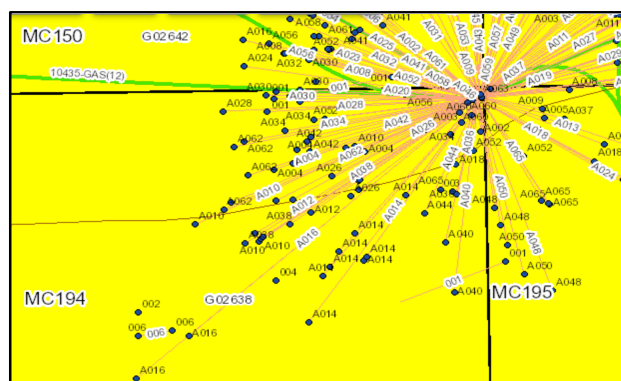
### OWNER & OPERATOR REPORTS

Owner/Operator Report (Record Title, Operator & Operating Rights)

### WELL, PLATFORM & PIPELINE REPORTS

1. Platform information report with details on the platform structure
2. Platform Decommission Reports
3. Track status and locations of wells
4. Daily Well Operations Report – Track current and future well operations scheduled to be performed daily for many operations like TA, PA, Initial Completions, Acidize, Casing Pressure Repair, Sidetrack/ByPass Change Zone and more.

**GIS MAPPING SYSTEM** – Easily view a map of your particular block(s) activity showing owners, operators, wells, platforms, pipelines, well directionals and more.



**AND MUCH MORE!**

# Emergency Supply Checklist

## COVID-19 SUPPLIES

- ☐ Pack PPE. Wear a mask or covering whenever you are in public.
- ☐ Get vaccinated including booster shot(s).
- ☐ Wash your hands with soap and water for 20 seconds.
- ☐ Maintain appropriate social distancing of six (6) feet.
- ☐ Pack hand sanitizer that includes at least 60% hand sanitizer.
- ☐ Isolate when sick.

## FOOD (3-DAY SUPPLY)

- ☐ fruit: canned, dried, roll-ups
- ☐ meats: canned or dried
- ☐ vegetables: canned
- ☐ powdered milk
- ☐ juices: canned or bottled
- ☐ water: bottled
- ☐ peanut butter
- ☐ crackers
- ☐ soup: canned
- ☐ high-energy bars

## BABY SUPPLIES

- ☐ diapers, baby wipes
- ☐ milk, food, formula
- ☐ clothes
- ☐ disposable bottles and liners
- ☐ blankets, sheets, bed liners
- ☐ medications
- ☐ portable crib
- ☐ toys

## PERSONAL ITEMS

- ☐ soap, toothbrush, deodorant
- ☐ towels and washcloths
- ☐ sewing kit
- ☐ shampoo
- ☐ feminine hygiene items
- ☐ shaving kit
- ☐ mirror
- ☐ eyeglasses and contact lenses
- ☐ special items needed for the elderly and disabled

## CHILDREN'S SUPPLIES

- ☐ quiet toys
- ☐ coloring books
- ☐ crayons
- ☐ puzzles
- ☐ books
- ☐ CD/MP3 player
- ☐ extra batteries

## SANITARY ITEMS

- ☐ portable toilet
- ☐ plastic garbage bags
- ☐ paper towels, toilet paper
- ☐ liquid detergent
- ☐ disinfectant

## CLOTHING + BEDDING

- ☐ rain gear
- ☐ sleeping bags, blankets and pillows
- ☐ extra shoes and work boots
- ☐ extra clothes

## COMMUNICATION EQUIPMENT

- ☐ battery-operated radio
- ☐ extra batteries
- ☐ NOAA weather radio
- ☐ cellular phone and charger
- ☐ non-cordless phone

## LIGHTING

- ☐ waterproof flashlights
- ☐ battery-powered lantern
- ☐ extra batteries

## CLEANUP SUPPLIES

- ☐ washing detergents
- ☐ mops, brooms, etc.
- ☐ buckets, extra hose
- ☐ old blankets, towels, rags
- ☐ large plastic garbage bags and ties
- ☐ rubber gloves
- ☐ bleach, disinfectants
- ☐ camera to photograph home before cleanup

### PAPERS + VALUABLES

- ☐ extra set of car keys
- ☐ evacuation route maps
- ☐ driver's license or some form of identification
- ☐ Social Security cards
- ☐ passport
- ☐ birth certificates
- ☐ vehicle registration papers
- ☐ proof of residence (deed or lease)
- ☐ marriage records
- ☐ death records
- ☐ computer backups
- ☐ small valuables
- ☐ extra cash
- ☐ credit cards
- ☐ wills
- ☐ insurance policies
- ☐ medical and vaccination records
- ☐ other important papers (e.g., stocks, bonds, mortgages, deeds, wills, recent tax returns, etc.)
- ☐ checking and savings account information
- ☐ household inventory (photo or video)
- ☐ pet veterinary records
- ☐ books, stationery, pens and pencils

### SAFETY SUPPLIES

- ☐ fire extinguisher
- ☐ waterproof matches
- ☐ insect repellents
- ☐ work gloves
- ☐ utility knife
- ☐ shovel, hand saw, ax
- ☐ hammer, nails, pliers, shut-off wrench
- ☐ tarp, duct tape
- ☐ small boat
- ☐ chain saw
- ☐ generator/fuel
- ☐ wet/dry vacuum
- ☐ extra oil, gas
- ☐ jumper cables
- ☐ compass
- ☐ written instructions on how to turn off utilities (gas, water, electricity)

### PRESCRIPTIONS

- ☐ medications (7-day supply)
- ☐ list of each family member's prescriptions, medications, dosage and schedule
- ☐ copy of health insurance cards and prescriptions

*Don't forget pet supplies (collar, leash, ID, food, waste supplies).*

### EXTERNAL MEDICATIONS

- ☐ antibiotic ointment
- ☐ antibacterial soap
- ☐ baking soda
- ☐ hydrogen peroxide
- ☐ calamine lotion
- ☐ betadine
- ☐ lip balm
- ☐ rubbing alcohol
- ☐ sunblock

### INTERNAL MEDICATIONS

- ☐ aspirin/acetaminophen
- ☐ sore throat lozenges and spray
- ☐ laxative/anti-diarrhea
- ☐ eyedrops
- ☐ antacids
- ☐ nose spray
- ☐ vitamins
- ☐ cough medicine
- ☐ eardrops

### FIRST AID SUPPLIES

- ☐ first aid handbook
- ☐ scissors
- ☐ tweezers
- ☐ thermometer
- ☐ first aid tape
- ☐ gauze rolls
- ☐ large nonstick pads
- ☐ bandages, such as Band-Aids™
- ☐ arm sling
- ☐ snakebite kit
- ☐ cotton swabs
- ☐ ice/heat packs
- ☐ latex gloves
- ☐ safety pins

### COOKING EQUIPMENT

- ☐ gas or barbecue grill
- ☐ extra propane gas
- ☐ lighter fluid/charcoal
- ☐ Sterno™ stove
- ☐ cooking utensils
- ☐ manual can opener
- ☐ bottle opener
- ☐ disposable eating utensils
- ☐ disposable plates and cups
- ☐ paper towels
- ☐ ice chest
- ☐ plastic storage bags

