

**Audra Horton**

ADDC Program

Committee Chairman

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Welcome to 2023 and the new program committee reporting spreadsheet!

I would like to introduce the Region Reps for the Program Committee: Donna Hartig, Northeast Region, Dianne Badeaux, Southeast Region, Diana Walker, Central Region and Kim Cadle, West Region.

Two new tabs have been added to the spreadsheet to make it easier for each club to determine the correct category for the monthly program.

 Tab 1 – Committee Chair, Region Rep information, email instructions

 Tab 2 – Program meeting guidelines, suggestions for Industry and Non-Industry programs

Tab 3 – Meeting schedule, fill in rows highlighted in yellow at the top of the form, it will populate the monthly tabs for you. PLEASE fill in the monthly scheduled meeting date, ie-2nd Thursday and the type of meeting you will have, if known

The remainder of the tabs are for the months January thru December, which have been revised. Fill in each month within 7 days of the meeting; mark the type of meeting, speaker information and a brief description of the meeting. At the bottom of each month, you report any of your club’s other activities during the month. Sign and date, (electronic signature is accepted), and email the ENTIRE WORKBOOK in an excel format to your Committee Rep.

Programs do not have to be given by a guest speaker, Club members are encouraged to research and present programs. I found a book called “Weird Texas” and have given two Industry related programs to my club. One was on the Wink Sink Holes in West Texas and the other was on the Enchanted Rock located between Llano and Austin Texas. I know this book has been published for other states and could be a good resource for programs. Programs could be over new or updated software for the industry, drilling activity in your area, safety issues, disaster preparedness or drug and/or alcohol issues. You can also go to You Tube and search for videos on Industry and Non-Industry related topics. You can also find “how to” videos for professional development, stress management and a host of other topics.

If you need help, do not hesitate to reach out to your Region Representative or to myself. We are here to assist clubs in furthering the educational purpose of the Association through the Clubs’ educational programs. To maintain our tax exempt status, all clubs MUST have at least 5 programs a year, 4 of which MUST be industry related.

I look forward to seeing the GREAT programs you report each month!!

*Audra*