



**PTMA – MONTHLY MEETING
Meeting and Agenda**

Agenda:

1. Membership and Support
2. Events and Calendar
3. International Collaboration
4. Online Presence and Networking
5. Manufacturing Solutions
6. Strategic Planning
7. Funding
8. Networking Opportunities
9. Leticia's Introduction and Marketing Objectives
10. Increasing Students in Manufactory Course

MINUTES OF PTMA's MEETING

Date: 14th of December 2023

Location: TUS

Attendees:

Charlie Coughlan
Chris Judge
Ciaran O'Loughlin
David Dowley
Dick Whelan
Gerry Reynolds
Kevin Lynch
Leticia Bastos
Nicolas Mylonas

Meeting Overview:

The PTMA meeting convened to discuss various aspects crucial to the organization's functioning, including membership, event planning, international collaboration, online presence, manufacturing solutions, strategic planning, funding, networking opportunities, and the recently awarded Smarter Factory Gateway project.

1. Membership and Support:

Discussion:

- Welcoming technical members and support companies.
- Consideration of offering a free year of membership to attract new participants.
- Exploration of monthly or yearly membership payment options.

Outcomes:

- Agreement to extend a complimentary membership year to attract new participants.
- The decision to explore flexible membership payment options.

Responsibility:

- Nicolas Mylonas to oversee the implementation of the new membership strategy.

2. Events and Calendar:

Discussion:

- Scheduling events and meetings throughout the year.
- Plans for events in March, June, and September.
- Organization of a one-day event in June focused on manufacturing solutions.

Outcomes:

- Agreement on event scheduling for the upcoming year.
- Decision to organize a targeted manufacturing solutions event in June.

Responsibility:

- Ciaran O'Loughlin to coordinate and plan the manufacturing solutions event.

3. International Collaboration:

Discussion:

- Sharing experiences of visits to precision engineering companies abroad.
- Emphasis on the importance of international networking and collaboration.

Outcomes:

- Recognition of the value of international collaboration.
- Encouragement for members to actively engage with precision engineering companies globally.

Responsibility:

- Gerry to facilitate networking opportunities with international companies.

4. Online Presence and Networking:

Discussion:

- Significance of a credible online presence.
- Need for someone to update the organization's LinkedIn account.

Outcomes:

- Agreement on the importance of maintaining an active online presence.
- Decision to assign responsibility for updating the LinkedIn account.

Responsibility:

- Leticia to update the PTMA LinkedIn account.

5. Manufacturing Solutions:

Discussion:

- Planning a one-day event in June specifically dedicated to manufacturing solutions.
- Feedback on the recent visit to precision engineering companies and the IMR conference.

Outcomes:

- Confirmation of the one-day manufacturing solutions event in June.
- Positive feedback on the recent precision engineering company visit.

Responsibility:

- **Nicolas Mylonas and Davis Dowley** to collaborate on organizing the June event.

6. Strategic Planning:

Discussion:

- Need to organize discussions based on specific topics, potentially forming a commission.
- Importance of having representatives from different regions for comprehensive discussions.

Outcomes:

- Agreement to form a commission for detailed discussions.
- Emphasis on including diverse regional representatives for comprehensive insights.

Responsibility:

- Formation of a commission led by **Nicolas Mylonas**.

7. Funding and Awards:

Discussion:

- Information about PTMA being awarded a Smarter Factory Gateway project.
- Detailed components of the project, including funding, services for business, training, and machinery.

Outcomes:

- Recognition of PTMA's achievement and collaboration opportunities.
- Understanding of the project components and potential benefits for PTMA members.

Responsibility:

- **Gerry** to provide updates on the Smarter Factory Gateway project.

8. Networking Opportunities:

Discussion:

- Acknowledgement that event participation may not always result in immediate orders but can provide exposure and networking opportunities.

Outcomes:

- Acceptance of the long-term benefits of networking.
- Encouragement for members to focus on building relationships for sustained success.

Responsibility:

Individual members to actively engage in networking opportunities.

9. Leticia's Introduction and Marketing Objectives:

Discussion:

- Leticia's introduction and discussion of her marketing objectives.

Outcomes:

- Online Presence Enhancement
- Event Promotion
- Industry Collaboration
- Educational Outreach
- Smarter Factory Gateway Awareness

Responsibility:

Leticia to take charge of her marketing objectives.

10. Increasing Students in Manufactory Course:

Discussion:

- Ciaran's discussion about the initiative to increase student enrollment in the Manufactory course provided by TUS.

Outcomes:

- Strategic Partnerships
- Industry-Relevant Curriculum
- Student Ambassadors
- Targeted Marketing Campaigns
- Open House Events
- Scholarships and Financial Incentives
- Online Presence
- Career Pathway Guidance

Responsibility:

Ciaran to lead efforts in increasing student enrollment.

PTMA to support in Marketing and Pathway strategy to increase the number of enrollments.

