



# Conveyor Equipment Manufacturers Association

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## AGENDA

### UNIT HANDLING CONVEYOR SECTION MEETING

9:00 a.m., Monday, March 12, 2018

Naples Grande Beach Resort, Naples, FL

: :

### JOINT SESSION WITH BULK HANDLING SECTION

**Jeff Daniel**

**Chantland Pulley & Roller Company**

**"Lean Manufacturing"**

CEMA Engineering Conference	(Phil Hannigan)
Government Affairs	(Fred Thimmel)

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1. Call to Order and Introductions
  2. Approval of Minutes of September 20, 2017, Meeting
  3. Current Business Conditions and Outlook (forms attached)
  4. Current Labor Situation (forms attached)
  5. Section Reports  
    a. Conveyor Chain (Glenn Spungen)
  6. Unit Handling Book
  7. Unit Handling Safety Video
  8. CEMA Safety Labels (ANSI/ISO Format)
  9. Other Business
  10. Next Meeting of the Section
  10. Adjournment

Chris Glenn, Chair  
Tamara Wilson, Vice Chair/Sec



## UNIT HANDLING SECTION MEETING

Wednesday, September 20, 2017

O'Hare Hilton Hotel

Chicago, Illinois

1. Call to order and Introductions
  - a. Chris Glenn called the meeting to order at 9:10 am. Introductions were held.
2. Approval of Minutes from March 13, 2017 Meeting
  - a. Minutes were approved.
3. Current Business and Labor Conditions and Outlook
  - a. Members reported on their current business conditions and reviewed current labor trends.
4. Conveyor Chain and Sprocket Section Report (Glenn Spungen)
  - a. Section approved final items for installation and best practices. Approved definitions and types of conveyor chain types; this has been in process for several years and is great to have completed. Tom Purdue is working on sprocket types and definitions for section to review. Section is determining what to work on next. There has been discussion about focusing on corrosion chain and creating tools/guidance for selection and performance of chain.
5. Unit Book
  - a. Bob Reinfried reported that CEMA has sold 193 copies. This is a little lower than last year. The majority of sales have been to member companies. The sales have brought in \$14,500 of which 10% goes into reserves for future editions.
6. Unit Handling Engineering Minutes
  - a. Bob wanted to discuss item H – ANSI/ISO Safety Label Format. A subcommittee has held 2 meetings because the text on the labels are being removed and replaced with images. CEMA should expect to create new labels in the future. More to come on this.
7. Unit Handling Safety Video Update
  - a. Bob sent the video out mid/late August. There were no questions or comments prior to vote. Approved unanimously. Bob wants to thank the committee for their time and effort. Will get the finished product over to production company to load onto discs.
8. New Business
  - a. None
9. Next Meeting of the Section
  - a. March 9<sup>th</sup> – 13<sup>th</sup>, 2017 at Naples Grand
10. Adjournment
  - a. Adjourned at 9:40 am

Respectfully Submitted,

Chris Glenn, Hytrol, Chair  
Tamara Wilson, Bryant, Co-Chair  
9/20/17





**Sample Comments Appropriate for the Business Roundtable at CEMA Meetings**

REPORTING COMPANY	BUSINESS TRENDS									
	BACKLOG (vs. Last Year)	INQUIRIES Last 6 Months		ORDERS TRENDS		LEAD TIMES	INVENTORY	SALES	PROFITS	OTHER COMMENTS
		Quantity	Size	Next 6 Months	Next 12 Months	Last 6 Months	Last 6 Months	(Billings vs. Last Year)	(Billings vs. Last Year)	
Company A	+1	+2	0	+2	+1	-1	-1	+2	+1	Lot of new inquiries from South Africa
Company B	-2	-1	+1	+1	+1	+2	-1	0	+1	Raw Material Costs Increasing

**SAMPLE**

To Help Standardize the responses please use one of FIVE options to characterize your business.

UP	UP SLIGHTLY	FLAT	DOWN SLIGHTLY	DOWN
+2	+1	0	-1	-2

**EXAMPLES OF APPROPRIATE COMMENTS DURING CEMA BUSINESS ROUND TABLE**  
 Presented by a Company Representative at the CEMA Annual and Fall Meetings of the Bulk and Unit Handling Sections

REPORTING COMPANY	LABOR TRENDS								MEDICAL SURVEY				OTHER COMMENTS
	MANUFACTURING					ENGINEERING			Type of Employee Health Insurance Provided	Percent of Premium paid by Company	Percent Premium Increase Over Last Year	Other Types of Insurance Offered by Company	
	Union Affiliation	Number of Shifts	Employment (Full, 75%, etc.)	Hrs Per Week	Wages and Fringes	Employment (Full, 75%, etc.)	Hrs Per Week	Wages and Fringes					
Company A	Union - 2nd Yr. of 3 Yr. Contract	1	75% and Hiring	50	Up 3%	50% and Hiring	45-50	3.5%	HMO	90%	12	Life, LTD	Hard to find engineers. Paying premium to hire.

**STANDARDIZATION NOTE:**  
  
 With Regard to Employment,  
**FULL** is a function of Employment vs Your One Shift Production Capacity

**SAMPLE**