



**Global Tape Forum**  
**May 2, 2014 - Nashville, TN Final DRAFT**

Attendees – Representatives from:

AFERA, The European Assn. for the Self-Adhesive Tape  
CATIA – China Adhesive Tape Industry Association  
JATMA – Japan Adhesive Tape Maker’s Association.  
TAAT – Taiwan Regional Association of Adhesive Tape Manufacturers  
PSTC – Pressure Sensitive Tape Council

\*See Attendee list for additional details

Staff:

Pat Farrey, Kellen Corporation  
Michelle Miller, PSTC  
Astrid Lejune, AFERA

Guest:

Michel Merckx, PSTC Vice President

Chairman

Kiran Malhotra, Adchem Corporation

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Welcome to Nashville and the GTF 2014 Meeting.

The agenda for the meeting is listed below:

1. Welcome
2. Review and accept the minutes from the Taipei meeting of November 2012
3. Review the objectives of the GTF as published on the web site
4. Review Action items from the Taipei Meeting of 2012
5. Membership
  - *Update on Brazil, Philippines, Korea*
  - *Others potential members*
6. Organizational Structure
  - *Agree on Chair & Vice Chair for 2014*
  - *Job description for the GTF Chair*

- *Job description for the GTMC Chair*
  - *Identify Term Details*
  - *Secretariat Appointment*
  - *Roles and expectations from of each organization*
7. Budget
    - *Treasurer's Report*
    - *Decision on additional funding*
    - *Funding GTMC*
  8. Demand Increase Initiatives
    - *Presentation of production volume data*
    - *Updates on local initiatives from all members*
    - *Solicit ideas on how to share information better*
  9. Website Development
    - *Update from current web administrator*
    - *Update from members on links and content*
    - *Agreement on further development*
  10. GTF Awareness
    - *GTF Brand and Messaging*
    - *Brand identifier for Harmonized Test Methods*
  11. 2016 and 2018 Venues
  12. Conclusion

Michel Merx PSTC Vice president welcomed all the delegates.

Minutes from the November 2012 meeting were approved upon completion of adjustments on pages 5 & 6. TAAT reported that the production number on page 5 was incorrect. The production figure should be 3 billion sq. meters instead of 1 billion sq. meters and the production figure for all GTF members should be 38 billion sq. meters instead of 36 billion sq. meters.

The group reviewed the GTF mission and objectives as outlined via the website. Everyone was in agreement that the information is correct and relevant.

The Action items from the Taipei meeting were reviewed. Everyone agreed that the JATMA format for reporting of the environmental legislation should be followed. It was also agreed that a follow up mechanism is needed to ensure that the Action items are being completed on a timely basis. Kellen Corp. will research and provide a template for reporting and follow up. This should be done every year including the off year between meetings. Review of action items took place. Members of the GTF were asked to continue to send Astrid Lejeune information i.e. events, reports, etc. as an effort to keep the website active. See updated action item list which include status of items from November 2012.

Members of the GTF reported that Tape representatives from Brazil, Philippines & Korea are inactive.

## Organizational Structure

Roles and responsibilities of the Chair and Vice-Chair were discussed. It was decided that the Chair would be responsible to coordinate meetings, logistics, take lead on action items, collaborate with Vice Chair, and initiate invitations to groups. Michelle Miller and Astrid Lejeune will formalize description and forward to all accordingly. This position will rotate between PSTC and AFERA regardless of the venue. The host organization will nominate the Vice-Chair.

PSTC will serve as Secretariat General to support current Chair. The host organization will provide the Secretariat for the meeting. This position will not be funded.

Joyce Lee will continue to serve as Treasurer. Astrid Lejeune will continue to serve as webmaster. Michelle Miller will be responsible to develop a newsletter of sorts to be used as a bridge for communication between meetings. Each group will be asked to contribute to the content by remitting a status report. The information will be posted on the GTF website to build awareness.

Current Chair Mike Ayers, (AFERA) expressed his thanks and transitioned meeting over to the new Chairman, Kiran Malhotra of PSTC. Mr. Malhotra will serve a two-year term. The Vice-Chair will represent the country that will serve as the host for the 2016 Global Tape Forum Event. Michael Young will be the Vice-Chair for the Beijing Meeting. At the Beijing meeting the decision on the next Chair and Vice-Chair will be made.

## Budget

Joyce provided a financial update. Discussion held in regards to possible revenue generation ideas, i.e. web banners, ad placement in newsletter, sponsorships. It was the decision of the group to charge Astrid Lejeune with exploring the web banner concept and report back to the group accordingly. The budget was approved as enclosed with these minutes.

Funding: The main cost over the past two years was the web site development. It is now complete and additional funding is not required. There is sufficient funding available for normal maintenance.

## Initiatives

Each group provided a summary of their activities which includes production data. Discussion held in regards to submitting this data more frequent in a universal/harmonization method of reporting going forward. Review summaries via <http://www.globaltapeforum.com/data/production-data.html>

Each of the organizations was asked to ensure that the GTF website was highlighted and located in a prominent place on their association website.

Website content contact person per counterpart: TAAT - Joyce Lee, CATIA - Michael Yang, PSTC – Michel Merckx and Michelle Miller, JATMA - Akira Katakura

Discussion held in regards to trend reporting especially when it concerns universal categorization and relevancy.

### Future Meetings

CATIA invited all participants to attend the next GTF meeting in Beijing in 2016. Additional logistical and meeting details were provided.

- GTF and GTMC Meetings attached to the CATIA Technical Conference
- Date: 17 – 20 May 2016
- Venue: Beijing Wanda Pullman Hotel
- Theme: Innovation and Cooperation for a Green Tape Industry
- 6 papers are requested from each Counterpart

It was agreed that for the 2018 GTF and GTMC meetings Afera will act as host and attached it to their Annual Conference in October.

The 2014 Meeting of the Global Tape Forum was adjourned at 12:30 CST.