



TEXAS CONSILIUM  
IMPROVE YOUR BUSINESS™

## Opening Dinner for 2019 Smart Manufacturing Summit Project Teams as of January 9, 2019

#	Project Team	Team Leader & Vice-Leader
<b>10</b>	<p><b>Sponsorships</b> <i>Sponsors are incredibly important to our success. Sponsors provide funds to underwrite this event and potentially provide business development funds for the future. Sponsors also promote and bring attendees, all of which allows us to develop working relationships for the future. Secure sponsors at all levels to maximize our potential from this event.</i></p>	<p><i>Team Leader:</i> Marcos Pustilnik <i>Vice Leader:</i> Kevin Sapp <i>Members:</i> Caio Braga David Hamilton Don Knudsen Nathan Kopecky</p>
<b>15</b>	<p><b>Connection Engagement</b> <i>While events can be fun, our greatest opportunity with any event is the relationships that result from it at all levels. Develop a strategy and process to expand the connections throughout this event into ongoing relationships and engagements that will promote achievement of Texas Consilium's mission.</i></p>	<p><i>Team Leader:</i> <i>Vice Leader:</i> <i>Members:</i> Darryl Haynes David Hamilton Doug Taeckens</p>
<b>17</b>	<p><b>Venue, Food &amp; Beverage</b> <i>Research available event centers, hotels and food &amp; beverage options. Recommend best options, secure committee approvals, and contract with appropriate parties to assure a great event with good value.</i></p>	<p><i>Team Leader:</i> Jim Ratchford <i>Vice Leader:</i> <i>Members:</i> Betty Schnauffer</p>
<b>20</b>	<p><b>Manufacturing CEOs</b> <i>Like Sherlock Holmes, find as many of our Texas manufacturing CEOs as you can to confirm their whereabouts and encourage their attendance. Use your best detective skills and the phone, LinkedIn, Internet, networking, databases, printed invitations or your personal knowledge. Tap into chambers of commerce, sponsors, community partners and others to identify and connect to qualified CEOs. Match attendees with sponsors as appropriate. Provide details for updating our Salesforce database.</i></p>	<p><i>Team Leader:</i> Randy Sablich <i>Vice Leader:</i> <i>Members:</i> Darryl Haynes Marcos Pustilnik David Hamilton Doug Taeckens Sachin Bakhai</p>



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<b>22</b>	<p><b>Program Speakers &amp; Panelists</b>  <i>People aren't attending this event just for the food, even if it's a great meal. They are coming because of the appeal of the program, and because of their ability to connect with other people who will be attracted by that same program. Contacting potential speakers and panelists is also a great way to establish a relationship with top leaders who could be resources for the future. Develop a wish-list of speakers and panelists and secure an attractive and compelling program for this event.</i></p>	<p><i>Team Leader:</i> Dale Young  <i>Vice Leader:</i> Matt Harrison  <i>Members:</i>            John Ballis            David Hamilton            David Marlow            Phil Reyna            Paul Voorhies</p>
<b>25</b>	<p><b>Business Excellence Award</b>  <i>The Texas Consilium Business Excellence Award can be a great opportunity to promote our mission of business improvement, while also showcasing Texas companies who exemplify business excellence as role models for other business leaders. Researching nominees will also be an opportunity to connect with rising Texas companies, develop relationships, and potentially provide services to help create future award winners. Develop the Award criteria, identify nominees, conduct document review and interviews as appropriate, and select the winner(s). Arrange for the design and production of the award and develop the award presentation program including the storytelling by the awardee of the inspiring lessons to be learned.</i></p>	<p><i>Team Leader:</i> Darryl Haynes  <i>Vice Leader:</i>  <i>Members:</i>            Marcos Pustilnik</p>
<b>30</b>	<p><b>Salesforce Database</b>  <i>Maintain our Salesforce database for manufacturers, sponsors, prospects and other stakeholders. Receive updates from all sources and provide reports and data files to others as needed.</i></p>	<p><i>Team Leader:</i> David Steed  <i>Vice Leader:</i>  <i>Members:</i></p>
<b>35</b>	<p><b>Finance</b>  <i>Develop a budget, maintain fiscal control and accountability, and periodically report on finances as appropriate.</i></p>	<p><i>Team Leader:</i> Kent Van Houten  <i>Vice Leader:</i> Betty Schnauffer  <i>Members:</i></p>



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<b>40</b>	<p><b>Event Promotion &amp; Marketing</b> <i>Promote participation! Develop website, postcards, e-mails, press releases, phone-a-thons, LinkedIn announcements or other promotions. See if you can overwhelm the Registration team!</i></p>	<p><i>Team Leader:</i> <i>Vice Leader:</i> <i>Members:</i> Andrew Barker Kenn Leuzinger David Steed</p>
<b>50</b>	<p><b>Registration</b> <i>Develop an online or other registration method, collect registration funds, prepare name badges for event identity and control, assign attendees to tables, organize menu requests, check in attendees at event, and maintain an accurate list of attendees.</i></p>	<p><i>Team Leader:</i> Sachin Bakhai <i>Vice Leader:</i> <i>Members:</i> Kenn Leuzinger Elyse Eriksson</p>
<b>60</b>	<p><b>Event Visual &amp; Audio</b> <i>Arrange projected PowerPoint, live video, music or other visual and audio presentations to support the event agenda, showcase speakers, recognize sponsors and other visual and audio enhancements to the program.</i></p>	<p><i>Team Leader:</i> Kenn Leuzinger <i>Vice Leader:</i> <i>Members:</i> Darryl Haynes</p>
<b>62</b>	<p><b>Music &amp; Audio</b> <i>Arrange background music, special performances, sound effects, and audio.</i></p>	<p><i>Team Leader:</i> Kenn Leuzinger <i>Vice Leader:</i> <i>Members:</i></p>
<b>64</b>	<p><b>Event Photos &amp; Documentation</b> <i>Assure that our event is well documented through photos, videos and other recordings. Arrange a photographer, videographer or other media as appropriate. Offer VIP photos or other memorabilia to attendees. Develop compelling resources for future event marketing.</i></p>	<p><i>Team Leader:</i> <i>Vice Leader:</i> <i>Members:</i> Darryl Haynes Kenn Leuzinger</p>
<b>68</b>	<p><b>Displays &amp; Decor</b> <i>Develop a decorating theme for the event and arrange all materials, signage and labor to decorate for the event, promote our Texas Consilium message, recognize sponsors and provide information and emotional appeal as appropriate. Arrange for decoration and signage removal after event.</i></p>	<p><i>Team Leader:</i> <i>Vice Leader:</i> <i>Members:</i> Kenn Leuzinger</p>



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<b>70</b>	<p><b>Printed Program &amp; Materials</b> <i>The printed event program is a great tool to establish expectations for attendees, provide speaker bios, create anticipation, recognize sponsors and volunteers, and deliver our Texas Consilium message. Create the program and other related event materials.</i></p>	<p><i>Team Leader:</i> Betty Schnauffer <i>Vice Leader:</i> <i>Members:</i> Kenn Leuzinger</p>
<b>72</b>	<p><b>Reception - VIP</b> <i>Arrange a private location within the venue with access to appetizers and beverages as a gathering place for speakers, top sponsors and other designated VIPs. Plan security, name badges and welcoming hospitality as appropriate.</i></p>	<p><i>Team Leader:</i> Phil Reyna <i>Vice Leader:</i> <i>Members:</i> Sachin Bakhai Caio Braga</p>
<b>74</b>	<p><b>Reception - General</b> <i>Arrange a reception within the venue with appetizers and beverages as a gathering place for registered attendees prior to dinner. Plan security and welcoming hospitality as appropriate.</i></p>	<p><i>Team Leader:</i> Phil Reyna <i>Vice Leader:</i> <i>Members:</i></p>
<b>80</b>	<p><b>Post-Event Follow Up</b> <i>Assure that upon conclusion of the event that all housekeeping items are completed. Conduct a post-event survey to learn what worked and what could improve and develop a guide for future events. Develop a recommendation for future events and continuation of the Business Excellence Award and other components of this event.</i></p>	<p><i>Team Leader:</i> Betty Schnauffer <i>Vice Leader:</i> <i>Members:</i> Andrew Barker Dave Turney</p>

### ***All Team Members:***

Please participate as a Project Team Member with one *or more* Project Teams of your choice from this list. Contact the Team Leaders shown above for more information and to share your Project Team preferences. ***Start today!***