

**Telecommunications Advisory Board (TAB)
Monthly Meeting Notes: January 09, 2023**

Board Members Present: Ed Ebenbach, Jenya Shuportyaka, Kris Ballerini, and Art Zapolski

Members Absent: Jean Laustsen

Board of Supervisors: Barbara Lyons

Township Manager: Stephanie Mason

Assistant Township Manager: Stacy Crandell

Proceedings:

- The monthly meeting was called to order by 2022 Chairman Ed Ebenbach at 5:07 pm
 - **Reorganization:**
 - Mr. Zapolski nominates Mr. Ebenbach as Chairperson, and Ms. Ballerini seconds. Voting is unanimous.
 - Ms. Ballerini nominates Ms. Shuportyaka as Vice Chair and Mr. Zapolski seconds. Voting is unanimous.
 - As in previous years, the Secretary position will be rotated among members throughout the year.
 - Minutes from the 12/12/2022 meeting by Ms. Laustsen unanimously approved.
 - **2023 Meeting Schedule Proposal** - The schedule for the year's meetings was reviewed. While this year's meetings are scheduled every month, every other meeting from February may be cancelled based on the amount of video work the board would have to review.
 - **2023 Programming Projects - Planning/Next Steps**
 - **Trail Videos**

Mr. Ebenbach reported that all completed videos are now up on the website. The Burpee Covered Bridge Trail Video and the Return Trip Goldman Trail video that were missing have been uploaded.

 1. **New Neshaminy Trail Video** - by Mr. Zapolski
The video was shortened, as per the comments received and the titles have been added. To make some of the narration from the host Cynthia Jones clearer, Ms. Mason proposed that the trail map be added to the end of the video in addition to its appearance at the beginning. After that no more substantial edits will be made on this video.
 2. **Del-Val to Lower State Loop Video.** - by Ms. Shuportyaka.
The titles have been added to the video and the final product has been sent to Mr. Ebenbach to be uploaded.
 3. The **Pooles Corner/Pump Track Video** - by Ms. Ballerini & Ms. Shuportyaka
Ms. Shuportyaka reported that the video has been reshot and a title has been created by Ms. Laustsen. Script and a soundtrack need to be added. The voiceover will detail the trail running from the park and ride, going through Fanny Chapman Park, pump track, then turning back, running through the Farm business complex, and returning to the parking lot.
- Ms. Mason and Ms. Crandell will check to see if we can link our existing videos to the County Interactive Map. Ms. Mason stated that there are no additional trail videos to work on presently, but that new trails are being constructed and there might be more videos on the trails coming in the future.

- **New Park and Recreation Community Center Video Project** – Mr. Ebenbach reported that the video was shown at the Board meeting, but no further work is being done on the video until we have a clear purpose for the video (such as construction progress or promoting fundraising initiatives).
- Ms. Mason notes that **National Night Out** promo may be in production in May, and we could potentially work on a save-the-date promo video.
- We might also do **promos** for:
 - a. Mr. Zapolski suggested Touch-a-Truck
 - b. Mr. Ebenbach suggested the Golf Outing (as we have done previously)
 - c. Ms. Ballerini suggested the Concert Series with basic info/photos from last year. Ms. Mason notes that there will be construction, so the parking instructions and info about the Dart transport will be helpful to include in the promos.
- Ms. Crandell is working on a **weekly e-newsletter**. It will have links and possibly embedded video, which means we may have an outlet to connect videos and distribute.
- Ms. Lyons notes that the **Boards/Commissions report videos** are aired too late. The videos are done at the beginning of the year, but the way they are scheduled delays the presentations. Ms. Crandell suggests just doing the reports in person or limiting video presentations to a particular timeframe. Ms. Lyons suggests creating a meeting in June, for boards/commissions to present what they have been working on and what they hope to accomplish that year.
- The **firefighter video** has been spotted in the wild at the County Theater by Ms. Ballerini. Mr. Ebenbach will follow up with Steve Downs to see what the response has been to the video. If needed, we will brainstorm more distribution ideas to pass along to the Fire Dept.
- **System/Operations Report** - Mr. Ebenbach reported spending for 2022. Surplus was moved into savings as we prepare to outfit the new Park & Rec building. We anticipate needing funding for equipping the space, though we currently have not developed a requirements plan for the new building.
- **Verizon Franchise Negotiation Update** - Ms. Mason reported that the new agreement has been received and our solicitor is reviewing it prior to Board approval. It should result in HD channel for broadcasting and some grant funding.
- Meeting was adjourned at 6:09pm.

TAB next meeting scheduled for Monday, February 13th, 2023

Minutes Respectfully Submitted by Jenya Shuportyaka