

Telecommunications Advisory Board (TAB)
Met in-person at Doylestown Township Building Caucus Room
Meeting Notes: January 13, 2025

Members Present: Ed Ebenbach, Jenya Shuportyaka, Art Zapolski, Damon Bakun, and Jean Laustsen

Board of Supervisors: Barbara Lyons

Quorum: Yes

Township Manager: Stephanie Mason

Assistant Township Manager: Andrea Mergner

Meeting called to order at 5:05pm

Minutes Approval:

- Amended minutes from prior meeting approved.

Unfinished Business

1. 2025 Meeting Schedule
 - January 13 was the first meeting of the year
 - Decision to keep the schedule monthly and cancel as needed
 - February meeting will be held for further organization as suggested by Ed Ebenbach and Art Zapolski
2. EAC Garden Party Video:
 - Updates made by Art Zapolski to improve friendliness
 - Streamed by Ed Ebenbach for TAB review
 - Andrea Mergner praised the video for showcasing EAC activities better
 - Andrea Mergner will share the video with EAC on January 14
 - Art Zapolski will bring a thumb drive on January 14 to facilitate sharingEAC Pond Interview Video:
 - Purpose is to recruit volunteers
 - Andrea Mergner will provide additional footage of a blue heron
 - Art Zapolski will share the video on January 14 for Andrea Mergner to present to EAC
3. DTV Schedule Revamp
 - No updates

New Business

1. Community Rec Center Building Logo and Branding
 - Barbara Lyons met with Parks and Recreation regarding branding for the new building
 - Damon Bakun offered to assist with overall branding
2. Production Creative Brief
 - Motion to adopt Damon Bakun's creative brief as policy was approved
 - Policy will include an FAQ emphasizing collaboration in two steps

Operations

1. DTV Picture Quality
 - Comcast distortion reported by Ed Ebenbach, severely impacting quality
2. Budget Updates
 - 2024 budget of \$5,000, with approximately \$1,600 spent
 - Initial payment made to AVT for new building system design
 - Surplus of approximately \$3,300 to be moved to the TAB account pending Ed Ebenbach's request

- 2025 budget of \$5,000, with \$1,250 already allocated
 - Total funds, including surplus and war chest, are approximately \$27,000
3. Future Planning
- Research stock footage and music memberships
 - Next meeting is February 10, 2025

Meeting adjourned

Respectfully submitted by:
Damon Bakun