

TELECOMMUNICATIONS ADVISORY BOARD
Meeting Minutes
March 5, 2012

In Attendance: Chairman, Kurt Krause; TAB Committee Members, Ed Ebenbach and Joe Salvati; Board of Supervisors Liaison, Tom Scarborough and Sandra Zadell, Assistant Township Manager.

Minutes: On a motion made by Mr. Krause, seconded by Mr. Salvati the amended meeting minutes from the February 6, 2012 were approved.

Mr. Ebenbach went over the 2012 Budget. The lectern estimate is now around \$1,000.

There were a couple of changes to approved items; the second monitor for the computer was more expensive than the initial estimate due to the need for an adaptor, for a total estimated cost \$306.26. The new Comcast monitor was \$73.31 which was slightly higher than the original estimated cost.

Mr. Ebenbach balanced the budget by postponing the Finish System Monitoring section in the budget.

Mr. Ebenbach also replaced the Comcast monitor, it is installed and working. He suggested that we consider arranging a means to cut off power to these monitors and selected other inactive equipment in the rack when not in use. He would like to explore Mr. Salvati's idea of turning the monitors on and off for the weekends.

Mr. Salvati brought up the potential for a cooling system in the TAB Control room during the Board of Supervisors Meetings because it gets so hot in there. Mr. Ebenbach reported that he did speak with Joe Nerz who stated that he didn't think that there was anything he could do to install any new air conditioning but suggested that we instead turn on the air conditioning in that part of the building during meetings to relieve the temperature.

Mr. Salvati suggested exploring another option of installing a small wall air conditioning unit. Mr. Salvati will email the committee potential models for air conditioning units.

Mr. Ebenbach discussed the meeting arranged by Mr. Salvati at the Wellness Center. They examined the Center's lectern and as a result made a couple of changes to the design for our lectern. They modified the width of our lectern to 35" from the original 30" because when seeing it in person Mr. Ebenbach and Mr. Salvati both realized that the 35" width would more easily accommodate the situation where there are two people standing side by side.

Mr. Ebenbach stated that he met with Rick Schea and he should have a new sketch for us in a couple of weeks. Mr. Schea also said that these changes shouldn't change the original cost estimate.

Mr. Ebenbach also mentioned that the Wellness Centers lectern contained controls for the room lighting, which he stated would be useful. He thinks it would even be more useful to have the lighting controls available back in the TAB Control Room.

The Committee discussed several recent slide presentations which were difficult to view because we did not get the lights off in time. Mrs. Zadell suggested that when we know that people are going to be doing a presentation in the public meeting room during a board meeting we should encourage the use of dark slide backgrounds which are easier to view in a well lit room.

Mr. Ebenbach reviewed the Comcast franchise renewal wish list that was emailed around to the committee. The committee felt that most of the items on the wish list looked reasonable.

Projects and Initiatives:

Mrs. Zadell stated that she still has not received any reply from IQM2 regarding her questions on the web link and work flow. Mr. Krause encouraged her to send her email to Bill again and copy Doug Eden and Kurt Krause; hopefully we will get a better response. The suggestion was made also to see if when you click on the IQM2 items on our website that it forces another tab to open instead of leaving the Township website.

The Committee also brainstormed a work around if that can't happen. They think creating a link that is made out of the seal and using it as our picture on IQM2 would work to clue people to click there to return to the township site.

Mr. Ebenbach reported on the IQM2 encoder issues we've experienced. Mr. Ebenbach fixed and updated the cables for the public meeting room for Ms. Del Gaudio's computer. Mrs. Zadell did a software update for Ms. Del Gaudio and when they checked the connection it worked.

Mr. Krause gave an update on the web streaming; at the February 2nd meeting there were 50 viewers which are up a little from the last meeting.

Mr. Ebenbach reported on operational issues. He has been working extensively this month with the character generator increasing the animation and controlling layers which changed the look of the overlays which you will see in the March 6 Board of Supervisors Meeting recording and cablecast.

Mr. Salvati reported on the "Moments in Time" project. He has been working on the Allan Gilmour interview; he may be ready to show the piece at the April meeting. He is also continuing to work on the introduction piece, developing concepts for a commercial that would promote viewership of DTV programming that is on the IQM2 website and produce more DTV station identifiers.

The idea of a station identifier was really popular with the committee. It could be played in the slide rotation.

Mrs. Zadell will email the DTV logo to Mr. Salvati in the format that he needs so he can attempt to integrate it into some of the station id's that Mr. Salvati has already created.

Mrs. Zadell also needs to get Mr. Salvati a power director screen shot for creating the file type needed to upload the station id to the Wwebnexus.

On a motion made by Mr. Ebenbach, seconded by Mr. Salvati the committee adjourned at 8:25pm.