

Telecommunications Advisory Board
Meeting Notes: August 10th, 2015 at 6:30 p.m.

Board Members:

Present: Ed Ebenbach, Chairman, and Keith Peters, Member

Absent: Kurt Krause, Member

Quorum: Yes

Others Present:

Supervisor Liason:

Township Manager: Stephanie Mason

Special Projects Coordinator: Autumn Canfield

Proceedings:

- **Meeting** called to order at 6:36 p.m. by Mr. Ebenbach
- **Review and approve minutes** from 7/13/15 TAB meeting – approved unanimously
- **Comcast Franchise Renewal Update**
 - Mr. Ebenbach reported that everything is completed except for the final agreement review by township counsel. Once the counsel's review is completed, TAB will recommend it's acceptance to the Board of Supervisors.
- **New Board Member** – deferred pending receipt of application(s)
- **Programming Projects**
 - **General** – the discussion started by reviewing the list of potential video programming contributors identified over the course of the last few months.
 - **Bike-Hike Trail Project** – deferred pending Ms. Amelia Krause's attendance
 - **Fido Float** – Stephanie Mason agreed to contact the Roving Reporters to see if they would be interested in covering this 9/12 event.
 - **Doylestown Historical Association** – Stephanie Mason agreed to contact DHS with the top 5 videos we would like to borrow and show on the channel.
 - **Trail Awareness Day** - on 9/20, 4 parallel activities. Will probably need outside help to cover. No conclusions reached.
 - **Fall Birdwalk** – Keith Peters will not be available to cover this
 - **EAC Native Garden Event** – date? – will be a lecture in Activity center. Discussed whether EAC could video this themselves?
 - **Doylestown Hospital** – Stephanie Mason agreed to contact the hospital to learn whether there was a way that DTV could obtain a recording of their “Walk with a Doc” series to show on the channel.
 - **Township Mural Project** – we also discussed the possibility of doing a video regarding the mural that covers the rear wall of the Township meeting room, to tell the story of how it was created and what it depicts. Stephanie mason would feature prominently in this effort, as she played a major role in its creation, and

the artist is now deceased.

- **Current Video Content Metric** - Mr. Ebenbach pointed out that the airing of actual video content DTV continues to increase, with it's percentage growing to a current weekly average of 84.9% of the available hours, the highest point for 2015. This month-to-month growth is entirely attributed to the replay of an extra long 2:45 BOS meeting twice daily.
- **Operational Issues/Control Room**
 - **Encoder Issue**
 - Mr. Ebenbach reported that three past streaming files remain truncated, but that all files going forward are ok.
 - **Computer rationalization/upgrade** – deferred
 - **Audio Equipment needed for remote shoots** – deferred
 - **Reinstall RAID** – deferred
- **Other Projects/Spending**
 - **Emergency Communication** – the 7/23 follow-up meeting settled on implementing a shadow server farm in one of the Public Works buildings at the far end of the Township property. Under this plan, Daily and Weekly backups of the Township files will continue to be collected manually and taken offsite. The plan however, will be to provide a hot standby and quick recovery capability for all Township IT services should one portion of the campus be damaged. A cost estimate to complete this plan is being prepared for inclusion in the 2016 budgeting process.
 - **YTD Spending** - Mr. Ebenbach reports there has been no new spending since March 2015
- **Social Media Footprint Expansion**
 - The relative position of the township compared to other nearby municipalities remained constant on a simplified chart.
 - Followers and Likes also remained steady at 1,446 and 1,219 respectively.
 - There was a brief discussion of including township demographic information in our information, but no conclusion was reached.
- **Adjournment** – on a Motion made by Mr. Peters and seconded by Mr. Ebenbach, the meeting was adjourned.

Meeting Notes respectfully submitted by Keith Peters & Ed Ebenbach