

Telecommunications Advisory Board (TAB) Via ZOOM
Meeting Notes: May 9, 2022

Members Present: Ed Ebenbach (Chairman), Art Zapolski, David Laustsen, Jenya Shuportyaka, Kris Ballerini

At-Large Members Present: Jean Laustsen

Quorum: Yes

Township Manager: Stephanie Mason

Proceedings:

- Meeting - Called to order at 6:48 pm by Mr. Ebenbach.
- Motion to approve the minutes from the March 14 meeting was made by Ms. Shuportyaka and seconded by Mr. Zapolski. The motion was carried, and the minutes were approved by the committee. No meeting was held in April.

Programing:

- **Doylestown Fire Company Recruiting Video:**
 - Mr. Ebenbach reported to TAB that he and Mr. Zapolski had two preproduction script meetings with Fire Company representatives in March and April that went very well. It was agreed during the first meeting that the video would be reshot, and a new date would be agreed upon after conferring with their respective groups. Script changes were discussed among the parties at both preproduction meetings including the firefighter selected to be the narrator. At the second meeting the Fire Company representatives agreed to make changes and submit them for review by TAB. The Fire Company representatives were also shown the opening and closing sequences conceived and edited by Ms. Laustsen and agreed it was very effective.
 - The firefighters' proposed script changes were distributed to TAB by Mr. Ebenbach prior to May 9th meeting. The script was discussed including tightening up the text to keep within the targeted length of under two minutes. Several proposed dates for shooting the video were agreed upon by TAB and members of the committee also agreed on how to split up the production work on the evening of the shoot. Mr. Ebenbach would email the dates to the Doylestown Fire Company for coordination. Various technical aspects of the upcoming shoot were discussed including arranging voice-over narration by the group of 6 firefighters who volunteered to be in the video, blocking shots and outlining the role of the narrator were also under discussion. Script approval is still needed by the narrator prior to the shoot. The feeling of the committee is that there will be enough individual firefighter segments to video for the project to produce at least two commercials that will feature different groups of firefighters who can be slotted into the middle of the video while keeping the beginning and ending unchanged.
- **Trails Videos:** Mr. Zapolski informed the committee that the Neshaminy Creek video needed to be reshot due to problems with sound and issues with the script. He is already working with the member of the Bike and Hike Committee who appeared in the video in coming up with a date to redo the program. Ms. Ballerini reported that the video she is working on will require a major cleanup. Ms. Shuportyaka and Ms. Mason will work together on the Pump Trail video's Delaware Valley University segment. They will decide between themselves on the date to work on the video. Mr. Ebenbach reported that the interactive trails map was delayed, but still in the works.
- **Board and Commissions Reports Video:** Ms. Laustsen stated that she is working on the last two videos. Once completed, the commission report videos for 2021 will be done.
- **Doylestown Health Videos:** TAB is doing one video a month. We now have seven and they run approximately 20 minutes each.
- **National Police Day:** This will again take place in August and TAB must start preparing to produce an ad for it. Mr. Ebenbach will contact the police liaison officer in charge to discuss the project. Ms. Shuportyaka agreed to put together a 30 to 45 second ad to advertise the event.
- **Dog Park Video:** Mr. Ebenbach reported that the Dog Park Committee was working on a storyboard.
- **Verizon Franchise Agreement:** Ms. Mason stated that there was nothing new to report.
- Meeting adjourned at 7:37 pm.

Respectfully submitted by:
Arthur Zapolski