

Telecommunications Advisory Board (TAB)
Met in-person at Doylestown Township Building Conference Room B
Meeting Notes: May 13, 2024

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

Board of Supervisors: Barbara Lyons

Quorum: Yes

Township Manager: Stephanie Mason

Assistant Township Manager: Andrea Susten

Meeting called to order at 5pm.

Approval of Prior Meeting Minutes: Minutes from the April 8, 2024 meeting were approved unanimously by the committee.

Unfinished Business:

- Park Improvement project: We reviewed the updated video. It's already been reviewed by the Capital Campaign Committee and has received good feedback. It's already up on YouTube and will be distributed shortly. This project is finished.
- DART: Mr. Zapolski has received footage from DART and will work on putting a video together. The first step would be finalizing the storyboard outline, which he hopes to complete before the next meeting.
- Dog Park Orientation Video: Current version is about an hour and 10 minutes. We've recorded the actual training sessions, but the current video may not work well as an on-line replacement for the in-person orientation. There needs to be an additional piece that tests whether people have actually absorbed the video's messages, which needs to be sorted out by the dog park committee. Mr. Ebenbach has forwarded the video on to the dog park committee, so they can review. We will wait for their input.
- EAC Garden Party Promo: We viewed and liked the promo video prepared by Ms. Shuportyaka. We'll pass this along to the EAC for them to review at their meeting. There's a second video that the EAC is requesting, but we need additional information, and we won't be able to make it happen prior to the Garden Party.
- Summer Concert Promo Series: Ms. Laustsen is working on creating a general video that will highlight the whole summer concert series with information about parking, vendors, and the lineup for the season. Mr. Ebenbach will check with Karen Sweeney to see what she would like to emphasize for the promo. Our plan is to update last year's video with this year's sponsors, vendors, and performers.
- National Night Out Promo: Nothing new to report. We will check in with Sgt. Whiteside about what the event will feature this year to see how to structure the promo video.
- Broadcast Schedule revamp: No update.

New Business

- CRC Planning: As the Township builds the new rec center, TAB needs to be ready to utilize our existing broadcasting and streaming capabilities with programs that will likely originate in the new building. Mr. Ebenbach has obtained a quote from AVT for \$2,500 to create a system design and identify the equipment necessary to make that happen. The group voted unanimously to approve the quote. Mr. Ebenbach will submit a memo

requesting approval to the Board of Supervisors. The expense would be paid out of the TAB budget.

- Verizon Franchise Fee Payment: Ms. Mason reported that funds promised by Verizon have not been received yet.
- Next meeting: Next meeting will be 6/10/24.
- Meeting adjourned 6:03

Respectfully submitted by:
Jenya Shuportyaka