

Telecommunications Advisory Board (TAB)
Doylestown Township Building Caucus Room
Meeting Notes: June 9, 2025

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

Absent: Damon Bakun (on leave)

Quorum: Yes

Board of Supervisors: Barbara Lyons

Assistant Township Manager: Andrea Susten

Proceedings:

- **Public Comment:** None. The meeting was not attended by members of the public.
- **Approval of Prior Meeting Minutes:** The monthly meeting was called to order by Chairman Ed Ebenbach at 5pm. Minutes from the May 12, 2025 meeting drafted by Jean Lausten were unanimously approved on a motion from Mr. Zapolski and seconded by Ms. Shuportyaka.
- **Unfinished Business:**
 - Bike and Hike SRTS Trail video. The video is finished and is now posted. The committee thanked Ms. Shuportyaka for her work in filming and producing the video.
 - Summer Concert Generic Promo. The generic Summer Concert promotional video produced by Ms. Lausten is now up and running. Weekly concert video is being filmed by Ms. Susten and will be used to update the promo video.
 - Community Rec Center Branding Project. A production grid for the project was jointly drafted by Township staff, Parks and Recreation Department and TAB over the past several months. It has undergone several drafts and amended by the involved parties. The video will run approximately three minutes in its present form. The current draft was reviewed by the committee and there was a general consensus that the parties can now move on to the next phase which is to take a tour of the new Rec Center during or before the next TAB meeting scheduled for July 14. The purpose of the tour is to get a better sense of the video shots to be blocked for the project. Various technical aspects of the project were discussed including the use of still photography, drone footage of the exterior and stock footage for the production in addition to actual footage of the interior of the new building. The division of effort was also a subject of discussion including assignment of duties for the production team, the use of onscreen and voice-over talent as well as various methods of coordinating the electronic exchange of data among team members.
- **New Business:**
 - Operations Report.
 - Mr. Ebenbach reported that the control room equipment is up and running.
 - Proposal for a Zoom upgrade. Mr. Ebenbach stated that the proposal has been shelved indefinitely. Mr. Ebenbach contacted our AV vendor and received quotes for the work from between \$5,000 to \$10,000 depending on the chosen configuration. After studying the issue further Mr. Ebenbach rejected the

proposals in favor of a solution that cost \$200 and achieved most of the objectives. The money will be saved for other projects instead.

- Annual Report to the Board of Supervisors. Mr. Ebenbach stated that TAB's annual report to the Board of Supervisors will be ready for review during the committee's July meeting. If approved he will present it during the Board of Supervisors meeting in July.
- TAB's next meeting is scheduled for July 14. The committee agreed that the meeting will be from 5pm to 6:45pm instead of the usual one hour. The extra time will be devoted to touring the Rec Center building.

The meeting was adjourned at 6pm.

Respectfully Submitted
Arthur Zapolski