

**Telecommunications Advisory Board (TAB)**  
**Doylestown Township Building Caucus Room**  
**Meeting Notes: August 11, 2025**

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

**Member on Leave:** Damon Bakun

**Board of Supervisors:** Barbara Lyons

**Township Manager:** Stephanie Mason

**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 July 14, 2025, meeting drafted by Jenya Shuportyaka was unanimously approved on a motion from Mr. Zapolski and seconded by Jean Lausten.
- **Unfinished Business:**
  - **Community Rec Center Promotion Project:**
    - Mr. Ebenbach thanked Mr. Zapolski and Ms. Lausten for adding photos to the Google drive established for this project. Additional drone footage was also added to the drive.
    - Ms. Mason reported that she now has the keys to the building. Final change orders are currently being done, and furniture will be moved in this week.
    - Ms. Mason announced that the ribbon cutting ceremony will take place on Sunday September 7. Dignitaries and invited guests will arrive between 1pm and 1:45pm. They will be served light refreshments prior to the ribbon cutting. Between 1:45 pm and 2:15 pm remarks will be made indoors followed by the formal ribbon cutting immediately afterward outside the main entrance of the building. From 2:30 pm to 4:00 pm there will be an open house. The public will be invited to tour the facility. The public will be able to stop by 19 vendor tables, sign up for programs, enjoy refreshments and be eligible to win prizes.
    - Mr. Ebenbach and Mr. Zapolski will be videoing the event. Ms. Mason expressed concerned about the sound quality of the recordings. This matter was discussed and resolved when agreement was reached on what type of equipment will be used to optimize sound quality. Ms. Lausten will do all the postproduction work on the video and produce the final product. Stock footage will be used to fill out certain portions of the production script and if deemed necessary, Mr. Zapolski will capture additional B roll video of the Rec Center being used by patrons on a subsequent date.
    - Mr. Zapolski and Mr. Ebenbach will attend a meeting with the Parks and Recreation staff on August 27 to discuss details of filming the open house and ribbon cutting. They will also be present for a pre-event tour with the volunteers working the open house on August 28.
    - Ms. Susten reported that she is working on having a still photographer available for the ribbon cutting and open house.

- Mr. Ebenbach advised that six people auditioned to be the voiceover talent for promotional video. Each person provided a recording of the script. The committee listened to each recording and after some discussion selected Cortnie Jones, Programs Manager for Parks and Recreation to narrate the video. Ms. Lyons, as the main author of the script, volunteered to help Ms. Jones if needed when the time comes.
- **New Business:**
  - Operations Update.
    - Mr. Ebenbach stated that there is nothing new to report.
  - The next TAB meeting will be on September 8 at 5 pm.

The meeting was adjourned at 5:46 pm.

Respectfully Submitted  
Arthur Zapolski