

Media Communications Advisory Board Meeting Minutes - 8/15/2016

Attendance: H. David Rassbach, Howard Hoffman, William Carroll, Peter Kuhn, Jim Kravitz, Portia Waller, Greg Waks, Allison Pimm, Eileen Rodrique

Guest: – Website Vendors, New Concepts and Revize

7:00PM, Meeting called to order by Howard Hoffman

- I. Pledge of Allegiance**
- II. Comments from Chairman**
- III. Website Presentation Proposal by Kim Junod from New Concepts Online**
 - a. Recommended Changes
 - b. Additional/New Features
 - c. Overview of proposed project phases
 - d. Questions
 - i. Hosting the site
 - ii. Support and maintenance
 - iii. Scope and quote of project
 - iv. Will Park and Rec be included in the scope of this project?
 - v. Traffic cameras
 - vi. Snow and leaf removal updates real time
 - vii. Sitemap free tools: XML Sitemap (max of 500 pages)
- IV. Website Presentation Proposal**
 - a. GoTo Meeting with Ryan Rossi at Revize
 - i. Provide Hosting Option
 - ii. Content Migration
 - iii. Proprietary Software for site administration
 - iv. Social Media Integration
 - v. Software as a service fee annually
 - vi. Who owns the site?
- V. LED Sign Update – Community Center- GlennAnne**
 - a. KC Sign & Awning
 - i. Reference sign locations
 - ii. Same manufacturer as current LED sign
 - iii. Size and design concerns
 1. Reorganize text
 2. Match font on the building
- VI. September we will review the Franchise Agreements**
 - a. Comcast – Workshop meeting on Thursday, August 18th
- VII. Township Lines Updates**

- a. Have not picked a new vendor
 - b. 4-8 page publication in Fall 2016 to introduce the community center
- VIII.** Welcome Packets – Not yet complete
- IX.** November 6th – Citizen Board Luncheon
- X.** Meeting ended at 9:49pm