

Media Communications Advisory Board Meeting Minutes - 9/12/2016

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

- I. LED Sign recommendations from the Board:
 - a. The Township Solicitor should draft a letter requiring a detailed statement of work
 - b. We need to check at least 3 references
 - c. We should get recommendations on landscaping to blend into the sign
 - d. Schedule vendor to bring a sample sign on a trailer to the next meeting – Don Herbert
 - e. Remove “Upper Merion” from the sign and rely on the seal
- II. Website vendor
 - a. Removed Revize and Civic Plus as a potential vendor
 - b. New Concepts
 - i. We should have New Concepts back to a meeting or schedule a separate one
 - ii. We need a detailed statement of work
 - iii. We need to check and verify Kim’s references
 - iv. Alison will consult Dave and Sally about recommendations for a subcommittee dedicated to the length of this project
- III. Township Lines
 - a. Reach out to Anro
 - b. We are printing an 8 page no advertisement flyer by Homer within the month of September
 - c. This will be direct mail to over 15,000 households
- IV. Comcast Franchise Agreement
 - a. Not yet signed by Dave Kraynak
 - b. The presentation is September 22
- V. Citizens Board Luncheon is November 6
- VI. New Business
 - a. The Board would like to know the status of interns or a full time team member in the PIO
- VII. Adjournment at 8:46 PM