

# MCAB Board Minutes

Date: September 10, 2018

<u>Board Member</u>	<u>Attendance</u>
Howard Hoffman (Chairman)	Present
David Rassbach (Vice Chairman)	Present
Jim Kravitz (Secretary)	Present
Peter Kuhn	Present
Bill Carroll	Present
Portia Waller	Not Present
Greg Waks (Supervisor Liaison)	Present
Allison Pimm (Staff Liaison)	Present
Don Herbert (Staff Liaison)	Not present

Called to Order: 7:02pm

## **I. Pledge of Allegiance**

## **II. Approval of June and July 2018 Meeting Minutes**

The Board reviewed and approved the June 2018 meeting minutes . Howard Hoffman made a motion to accept the minutes. They were accepted by Bill Carroll and were seconded by David Rassbach. The Board reviewed and approved the July 2018 meeting minutes with changes. Howard Hoffman made a motion to accept the minutes with changes. They were accepted by Bill Carroll and were seconded by Pete Kuhn.

## **III. Comments from the Chairman**

Chairman Hoffman made a comment that the DECA club of the Upper Merion High School hasn't sold any advertisements for the Township Lines Publication. We are hoping for more progress from the DECA Club.

## **IV. Reports**

### **- NEW LED SIGN PROPOSAL**

GlenAnne Chabala, from Parks and Recreation Department, asked that if the line of sight was more open near the Community Center, would the MCAB provide guidance on putting an LED sign there.

## **IV. Reports (Cont.)**

### **- QSCEND – Citizen Engagement Tool Update**

Allison Pimm (CIO) reported that the QSCEND app will be proposed to be added to the township website in 2019. It will help manage citizen requests, problem identification and reporting, and request follow-up.

### **- Township Lines Update**

The MCAB will set an appointment with the DECA club at the Upper Merion High School about selling ads for the Township Lines publication. We hope that this will lead to more ad sales from the DECA club. Also, Allison Pimm (CIO) stated that she is looking into more options for print companies to print the publication.

### **- Community Map Update**

Allison Pimm (CIO) made an update the Community Map is currently in the production stage and will be finished and sent to print soon.

### **- Community Survey Update**

Allison Pimm (CIO) gave an update as to working with Franklin & Marshall on the questions to be asked for the Community Survey. The MCAB will review all of the questions from the prior survey and will discuss and make changes and additions at the October meeting.

## **V. New Business**

### **- 2018 Goals and Objectives**

The MCAB discussed goals and objectives for 2018 including the Township Branding Initiative, partnership with DECA for selling advertisements in the Township Lines publication, Identify and implement an agenda management system for the Board of Supervisors and the public and a citizen action center.

## **VI. Adjournment**

Pete Kuhn made a motion to adjourn. It was seconded by Bill Carroll.

The meeting was adjourned at 9:15p.m.

