



UPPER MERION TOWNSHIP

175 West Valley Forge Road, King of Prussia, PA 19406-1802

MEDIA COMMUNICATIONS ADVISORY BOARD

Upper Merion Township Building
175 West Valley Forge Road, King of Prussia, PA 19406
February 12, 2024 Meeting at 7:00PM

MINUTES

ATTENDANCE

Howard Hoffman (Chair)..... Present	Michael Cardeiro Present
David Rassbach (Vice-Chair) Present	Vacant (Student Member) Absent
Bill Carroll Present	
Peter Kuhn Absent	Greg Waks (Supervisor Liaison) Present
Vacant Absent	Don Herbert (Staff Liaison) Present
Jim Kravitz Present	Amanda Lafty (Assist. Township Manager)..... Present

- I. Meeting Called to Order: 7:04PM
- II. Pledge of Allegiance
- III. Attendance
- IV. Approval of Meeting Minutes
 - 1. January Minutes
 - Jim motioned to accept, David seconded the motion, motion passed unanimously.
- V. Comments from Chairperson
 - 1. The Chair mentioned the Township’s recent IT issue.
- VI. Reports and Discussions
 - 1. Joint Meeting of Citizen Board Chairs, Tuesday, March 19 at 7:30AM
 - The members discussed what topics the Chair should bring to the meeting.
 - 2. Discussion on LED Sign Slides
 - Don presented examples of new slides and explained the features of the software.
 - The members discussed possible locations for a second LED sign.
 - 3. Discussion on evaluation of CivicPlus and Granicus websites
 - Don reported on his discussions with two Township managers who use CivicPlus. Both managers commented that they are very satisfied.
 - Don was asked to check with CivicPlus and Granicus about whether are not they have ever been hacked.
 - 4. Update on vacant MCAB Regular and Student Member Positions
 - Don reported that an application for a regular member has been received.
 - Don will contact the staff member who supervises the Viking channel at the high school for assistance in notifying students of the vacant student member position.
 - 5. Discussion on Homelessness and Food Insufficiency in Upper Merion Township
 - The Chair asked to have this removed from future agendas for the time being.
- VII. New Business
 - 1. No new business was brought before the board.
- VIII. Public Comment
 - 1. No members of the public were in attendance.
- IX. Adjournment
 - 1. With nothing further for the good of the group, Jim motioned for adjournment and Bill seconded. The motion passed unanimously at 7:49PM.