

**Lower Salford Township
Communications Committee Minutes
July 20, 2022**

The Lower Salford Township Communications Committee was called to order at 7:40 p.m. in person by Chairman Kevin Shelly. In attendance were committee members Kevin Shelly, Terri Ehrhart, John DelPizzo and Holly Hosterman, liaison to the Township. Heather Entenmann attended by Zoom. Jean Campbell was not present. There were no members of the public present.

Mr. Shelly called for a review of the June 15, 2022, meeting minutes. Terri Ehrhart made a motion to approve the minutes and John DelPizzo seconded. Minutes were unanimously approved with no changes.

Public Discussion: Chairman Shelly opened public discussion. No public comments or discussion from the committee members.

Under New Business:

Chairman Shelly opened discussion to discuss which projects the committee should prioritize on the list of ideas generated at the last meeting

The Committee would like to complete a survey to understand communication preferences from residents in Lower Salford Township. This survey results would help inform the committee about communication channel preferences and capture feedback from residents in the Township.

Committee members spent much of the meeting discussing survey objectives, design, and potential questions. Committee members agreed on keeping the survey to three simple questions: 1) How do you typically get information about the Township? 2) How would you prefer to get information about the Township? and 3) How can our Township improve communication?

Chairman Shelly will meet with the Township Manager, Joe Czajkowski, to discuss the survey concept and received feedback on potential questions and next steps for the committee to discuss.

Under Old Business:

Committee members have been sharing the Quick Reference Guide (QRG) with the different organizations listed on the guide. Committee members have received positive feedback from organizations listed on the QRG. Committee members will continue to share the QRG with those organizations on the list.

Ms. Hosterman provided an update from the Park Board meeting. The QRG was approved by the Park Board to be posted in the park kiosks.

There being no further business, Chairman Shelly requested a motion to adjourn the meeting at 8:30 p.m. Ms. Ehrhart made a motion and Mr. DelPizzo seconded the motion. Meeting adjourned.

The Communications Committee will reconvene on Wednesday, Aug 17, 2022, at 7:30 p.m. in person with the option for the public to view the meeting via Zoom.

Respectfully submitted,

Heather Entenmann
Secretary, Communications Committee