

**Lower Salford Township
Communication Committee Meeting Minutes
July 19, 2023**

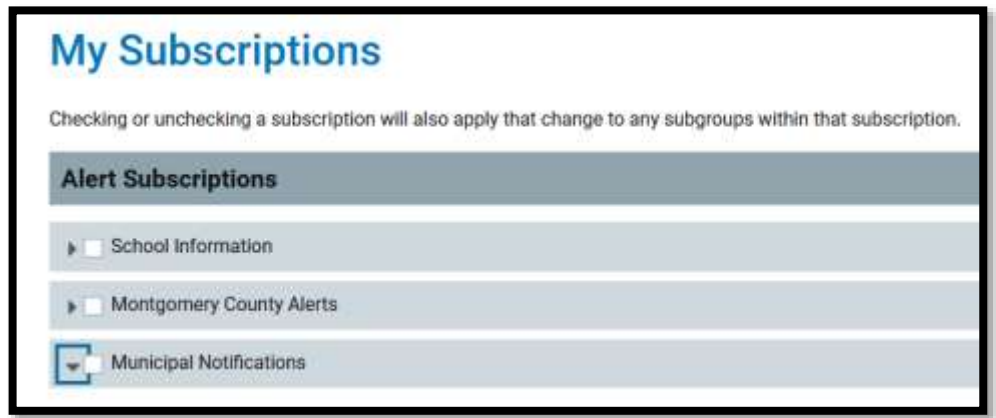
1. Opening
 - a. Call to order: 7:30 PM
 - b. Opened By: Mr. Shelly
 - c. Attendees:
 - i. Jessica Cassel
 - ii. John Del Pizzo
 - iii. Terri Ehrhart
 - iv. Kevin Shelly

2. Approval of Minutes
 - a. Mr. Shelly called for a review of the July 19, 2023 meeting minutes
 - b. Adjustments: None
 - c. Motion to approve: Ms. Ehrhart
 - d. Second: Ms. Cassel
 - e. Votes, For: 4, Against: 0

3. Public Discussion and Visitors
 - a. Public attendees: In person: 0, Online: 0
 - b. Opened for public discussion: Chairman Shelly
 - c. Public comments: None

4. Old Business
 - a. Business introduction letter
 - i. Mr. Shelly confirmed the distribution of the introduction letter to the Township business identified by the committee members.

 - b. Text Alert services
 - i. Discuss ReadyMontco features and limitations for issuing Township specific text alerts
 1. Information from Ms. Hosterman, provided via Mr. Shelly
 - a. Ms. Hosterman attended a training session on using the ReadyMonco text alert functions
 - b. The Township is allowed to send non-emergency messages
 - c. There would be no additional cost to the Township
 - d. There is a limit to the number of characters which can be included in a message. The limit was not available in this meeting.
 2. Question: Which ReadyMontco options need to be selected when a resident creates their account in order for them to get text messages?
 - a. ReadyMontco.org -> My Subscriptions -> Municipal Notifications -> Lower Salford Township



- b.
 - ▶ Montgomery Township (1)
 - ▶ Marlborough Township (1)
 - ▶ Lower Salford Township (1)
 - ▶ Lower Providence Township (2)
 - ▶ Lower Pottsgrove Township (1)

c.

3. Committee recommendation to Board of Supervisors (BOS)

- a. Based on the resident survey results the Communications Committee recommends using ReadyMontco text alerts (Municipal Notifications) for the following.
 - i. Reminder alerts of the monthly Township BOS meeting
 - ii. Cautionary alerts regarding road issues
 - iii. Informational alerts about community events

4. ReadyMontco Questions

- a. **What is the character limit for any one Municipal Notification?**
- b. **Is there a way to classify the type of message/alert being sent? Or is the only classification as a Township (i.e. Municipal) notification?**
- c. **How will residents be educated about the ReadyMonco txt alerts?**
 - i. **Does the County have training material which can be leverage?**
 - ii. Discuss Township webserver features and functions for issuing text alerts
 - a. Cost varies depending on the number of recipients
 - b. 1 message/month to ~600 residents = \$20/month
 - c. 2 msg/mo to ~600 = \$40/mo
 - iii. Brainstorm a resident survey on text alert interest and potential use
 - 1. The Committee decided to table this topic until after the ReadyMonco Text Alert functionality has been tested in the Township

5. New Business

- a. None discussed in this session

6. Closing

- a. The August meeting date needs to be changed due to its conflict with the changed Planning Commission meeting
 - i. Suggested dates: Wednesday, August 9, Thursday, August 10, or Thursday, August

- ii. Committee is considering August 8, August 21 or August 23
- iii. Post Meeting Update: August 23 was selected for the next meeting.**
- b. Motion to adjourn: Ms. Ehrhart
- c. Second: Ms. Campbell
- d. Votes, For: 4, Against: 0
- e. Adjourned: 8:30 PM

Respectfully submitted:

John Del Pizzo
Secretary, Communications Committee

