

Agenda
Lower Salford Township
Communication Committee
February 19, 2025
7:30 p.m.

1. Call to order
2. Call to approve minutes from the January 15, 2025 meeting – Chairperson
3. Call for public discussion and visitor comments - Chairperson
4. Old Business
 - a. Proposal to amend Resolution No. 2020-29 to add in Associate Members
 - i. Pending approval from the Board of Supervisors
 - b. Volume 3 updates to the Township Quick Reference Guide
 - c. Review of Township website New Resident Guide page
5. New Business
 - a. Draft a recommendation on residential facility follow-up visits and special meeting sessions
 - i. Promote Township meetings/communications meetings at residential facilities, or a special facility focused session at the Township office
 - b. Draft a recommendation on a Township process for residential facilities to request maps and other information
 - i. Process for getting new information to new residents and facilities
6. Closing

LOWER SALFORD

Township Quick Reference



Published by the Communications Committee • Version 2
QUICK REFERENCE LIST OF CONTACTS AND LINKS



EMERGENCY CONTACTS

911

Poison Control
800-222-1222

PECO Outage
800-841-4141

SPCA
610-489-7510

- ▶ **Scouts BSA Troop 137 or BSA Troop 91**
<https://sites.google.com/view/troop137harleysvillepa/home>
<https://www.troopwebhost.org/troop91harlesville/index.htm>
- ▶ **Indian Valley Girl Scouts**
www.gsep.org • 215-564-2030
- ▶ **Encore Experiences (formerly the Senior Center)**
www.ghnpss.org/encore_experience • 215-256-6900
- ▶ **Indian Valley Public Library**
www.ivpl.org • 215-723-9109
- ▶ **Lederach Golf Club**
www.lederachgolfclub.com • 215-513-3034
- ▶ **Harleysville Community Center (Pool)**
www.harleysvillecommunitycenter.com • 215-256-9315
- ▶ **North Penn YMCA Early Childhood Center**
www.northpennymca.org • 215-256-0767
- ▶ **North Penn YMCA Indian Valley Branch**
www.northpennymca.org • 215-723-3569
- ▶ **Perkiomen Watershed Conservancy**
www.perkiomenwatershed.org • 610-287-9383
- ▶ **Heckler Plains Folklife Society**
www.facebook.com/hecklerplains.org • 215-822-7422
- ▶ **Harleysville Fire Company**
www.harleysvillefire.org • 215-256-9657
- ▶ **Freedom Valley Medical Rescue**
www.fvmedrescue.org • 215-513-1880
- ▶ **PA Attorney General - (Including Landlord/Tenant questions)**
www.attorneygeneral.gov • 717-787-3391
- ▶ **Additional Contacts & Links**
www.lowersalfordtownship.org/your_community

Use the Residential Request Portal to,

- Report a concern
- Share an improvement idea
- Submit a general suggestion
- Search the website at www.lowersalfordtownship.org



Call the office 8:30 AM-4:30 PM Monday-Friday at 215-256-8087

Communication Committee topic backlog list

Nbr	Rank	Title	Submitter Name	Submission Date	Description	Comment
1	1	Define Communications Committee brainstorming session	Committee	10/20/2021	Host a communications/special brainstorm meeting – for residents to participate in an open discussion with the communications committee	
2	2	Draft a recommended Township subject matter expert speaker list	Committee	10/20/2021	Speaker list of township staff or committee members who could attend resident facility meetings – one or two SME for each committee or topic	
3	3	Define how various communication channels might be used to publicize the Communications Committee and generate input	Committee	4/20/2023	Define a photo/drawing contest leveraging the various communication channels Contest?	
4	3	Define how the Township's communication channels could be used to encourage Communications Committee feedback	Committee	10/20/2021	Contest? Possible use of a survey,	
5	3	Explore options for additional resident outreach using various communication channels	Jean Campbell	1/19/2023	increase outreach to residents within the Township. Contest?	
6	4	Draft a recommendation on renter quick reference guide	Committee	10/20/2021	Top 10 list of Township contacts and services for renters	
7	5	Draft a recommendation on the use of Dynamic QR codes	John Del Pizzo	2/16/2023	Dynamic QR codes for different township communication channels to track usage. Dynamic QR codes have the potential to provide information to the committee on how residents are the various communication channels. This may help the committee understand which channels are utilized the most by residents.	
8	6	Draft a recommendation for a New Resident welcome video	Committee	10/20/2021		

9	7	Define the parameters for a session with the outside organizations	Committee	10/20/2021	Contact the Indian Valley Chamber of Commerce to see if they have a flyer or information for resident packet	
10		Define how to measure the impact of the Communications Committee	Terri Ehrhart	1/19/2023		
11		Re-Explore ways to increase the number of residents on the Catapult distribution list	Heather Entenmann	1/19/2023		
12		Draft a recommendation on Township information videos	Committee	4/20/2023	Short videos tool to feature different township information	
13		Brainstorm recommendations on increasing attendance and input to the Communication Committee	Committee	9/18/2024		
14		Brainstorm uses for new Township communication channels Facebook Instagram	Committee	9/18/2024		
15		Draft a recommendation for contests to encourage resident use of the various Township communication channels.	Kevin Shelly	9/18/2024	<ul style="list-style-type: none"> • Contest information and submissions via comms channels • Winning entries shared via comms channels • Winning entries to be displayed at the Township office • Use the contest to encourage Resident use of other Township communication channels 	
16		Draft a recommendation on a special Committee meeting with facility management companies	Committee	9/18/2024		
17		Draft a recommendation on a Communication Committee meeting at residential facility locations	Committee	9/18/2024		Supported by the BOS