



# Oakland Communications

**Chairman:** Ryan Schwertfeger  
**Vice Chairman:** Elizabeth Llorente  
**Secretary:** Michael Carelli, Asst. to Admin.

**Commissioners:** Jim Barry, Alex McVeigh  
**Alternates:** Patricia Carrera, Salma Chiu,  
Andrea Levy  
**Council Liaison:** Eric Kulmala

## Oakland Communications Commission Agenda: 7/8/2019

**MEETING CALLED TO ORDER: 7:30 P.M.**

### **ROLL CALL**

ALL COMMISSIONERS PRESENT UNLESS NAME LISTED BELOW. IF LATE, WHAT TIME ARRIVED.

### **FLAG SALUTE & MOMENT OF SILENCE**

THIS MEETING IS BEING HELD IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT, DULY ANNOUNCED AND POSTED IN THE OAKLAND MUNICIPAL BUILDING.

### **CHAIRMAN'S REPORT**

- New Member Andrea Levy – Welcome!
- Staples Chairs
- Lowes Quote – Microwave, Keurig Machine, and refrigerator for OCC Control Room.
- OCC Google Calendar
- OCC I.D. Badges – Can we create something for the OCC Members to be able to identify themselves?
- Recruiting Volunteers – handout, flyer, etc?

### **OPEN TO PUBLIC DISCUSSION, ONLY IF PUBLIC PRESENT**

LIMIT OF 3 MINUTES PER PERSON WITH OPEN SESSION NOT TO EXCEED 15 MINUTES UNLESS EXTENDED BY MAJORITY VOTE OF THE COMMISSION.

### **APPROVAL OF MINUTES**

- May 6, 2019 Minutes

### **BOROUGH REPORT – BOROUGH ADMINISTRATOR ASSISTANT & COUNCIL LIAISON**

- Borough Calendar – Progress, volunteers needed, can OCC get revenues from town calendar? Administrator Assistant Carelli
- Social Media Graphics – Administrator Assistant Carelli
- 58<sup>th</sup> Annual Public Information Contest – Deadline September 13, 2019.

### **COMMITTEE REPORTS**

- **TV Committee:** *Jim Barry*
  - Go-Pro Camera – Give Michael the exact product so he can purchase it. (Amazon?)
  - Go Pro Hero7 - \$249.99 on Amazon

<https://www.amazon.com/GoPro-HERO7-White-Essential-Extendable/dp/B07M8DF6KP>

- **Bulletin Board Committee:** *Ryan Schwertfeger*
  - Update by the Chairman
- **Newsletter Committee:** *Elizabeth Llorente*
  - Borough Newsletter Sponsors - can we charge Oakland based businesses to place a monthly ad in the Borough Newsletter - if so, fee?
  - Newsletter Microphone Recorder for Interviews
  - Resend email - Policies and procedures will need to be set for submissions – some organizations requesting obsessive articles to be shared in the Newsletter
- **Website/Social Media Committee:** *Alex McVeigh*
  - Launch of a Borough App – Can it serve a useful purpose?
- **Review Committee:** *Ryan Schwertfeger*
  - Nothing to discuss

#### **OLD BUSINESS**

- New Bulletin Board Progress Update & Discussion

#### **NEW BUSINESS/DISCUSSION ITEMS**

- OCC Promotional Materials – how to promote the OCC more?

#### **UPCOMING OCC MEETING DATES, EVENTS, AND DEADLINES**

- September 9th, November 4th, next OCC Meetings.

#### **MEETING ADJOURNED**

**THE NEXT MEETING WILL BE HELD ON September 9, 2019 AT 7:30 p.m. AT Borough Council Chambers, 10 Lawlor Drive, Oakland, NJ 07436.**

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Commissioner <b>Jim Barry</b>	End of 2022
Commissioner <b>Anders Hasseler</b>	End of 2020
Commissioner <b>Liz Llorente</b>	End of 2020
Commissioner <b>Alex McVeigh</b>	End of 2021
Commissioner <b>Ryan Schwertfeger</b>	End of 2020
Commissioner <b>Andrea Levy</b>	End of 2019
Commissioner --	End of
Alternate Commissioner 1: <b>Patricia Carrera</b>	End of 2020
Alternate Commissioner 2: <b>Salma Chiu</b>	End of 2022

