## **Township Communications – Township Website vs Paper Newsletter**

The Township website is the primary source of Township information and includes Township and Community News, Building Permits, Zoning and Ordinances, Meeting Minutes and Reports as well as dates for upcoming meetings.

## https://www.franklintownship.us/

The website also provides a complete, detailed overview of all financial information including the township budget which is a spending plan developed and approved by the Board of Supervisors (BOS). The Township budget is posted in PDF and EXCEL formats with the EXCEL version allowing taxpayers to perform their own analysis of the budget. All financial transactions are documented monthly in the Treasurer's Report. Every check and every transfer of funds are listed in detail. Monthly Treasurer's Reports are available and posted on the website on the Friday before each Board Meeting.

Board meetings are recorded each month. Videos are available on the website the day after the meeting. The audiotapes which are the basis for developing official meeting minutes are posted on the website (after approval by the BOS at the following meeting) approximately 5 weeks after the meeting. Additionally, the Staff summarizes the content of each meeting and distributes this report by e-mail to those who have provided their e-mail address the day after the meeting. The Official Update is also posted on the website the day after the meeting.

Residents are encouraged to browse the website and find information of interest. Questions and inquiries are always welcome. Phone calls, e-mails, and short text messages can be sent to the BOS and the Staff. The website provides this contact information by clicking on the "Township Administration" button or the "Contact Us" button at the upper right corner of the main Page.

## **Paper Communication**

Over the years, Supervisors and Staff have come to learn from Township residents that paper communication via a newsletter is ineffective. Few people were actually reading the newsletters. This is not hard to understand as newsletters are often lost in piles of junk mail or become outdated once we find the time to read them. Paper communications are also not as timely or as complete as people expect. The reader typically has more questions than the short paragraph can address. As a result, the Township has moved to a Township website as the primary means of communication. We believe it provides residents the most complete, up-to-date information available and allows the reader the ability to explore other areas of interest. It also provides an easy way for residents to contact Township staff and the BOS.

Please take some time to explore the website and send us your comments. We are always interested in improving our methods of communication with the residents.