

Trumbull Community Television Commission

Minutes

Thursday,
April 22, 2021 via Zoom

Attending: Kate Donahue, Jim Lang, Vince Fini, Jens Hauland, Katie Dunn, Bill Chin, Jeff Hackett, Lara Walden

Meeting called to order at: 7:45 AM

A. Public Comment - None

B. Administrative

1. Approval of March 2021 minutes – Motion to approve Fini, 2nd Jens. Unanimous.

C. Finance

1. 2020-21 budget status – on track
2. 2021-2022 budget – BOF added the studio/Frontier encoder back into the capital request. Still need Town Council approval (May timeline). Plan to do the paperwork to have it delivered in early July. BOE budget still in play.

D. Programming- Lara

1. Local election programming
 - a. TPAUD and middle school security resource officers – D.A.R.E. program not being delivered in person because of COVID, so working with them to create prevention videos that will go to 5th graders and available on the channel. Five 15-20 minute videos being produced for June.
 - b. Senior Center – multi-part series on China we've taped
 - c. Sustainable Trumbull – Earth Week programming (recycling, vegetable gardening, birds, etc.)
 - d. THS Graduation – June 17th. Firming up format – TCTV will be provide video and live streaming. Working with Todd Manual. Will need wifi connection
 - e. THS sports – will cover what we can depending on videographer availability
 - f. Videographers - need to rebuild our team
 - g. Election programming – found some furniture that we could use for a set

E. Technical – Jens

1. Frontier encoder status – BOF restored to capital budget for 2021-22
2. Studio encoder status – BOF restored to capital budget for 2021-22
3. Streaming capability –
 - a. Could embed our Facebook stream on our website for live programming – need to probably make some website changes
 - b. YouTube channel – we already have that set up for archive programming, need to add the live capability. All smart tvs have YouTube.
4. Non-cable platform options – see above
5. Cloud storage – Kate still needs to do

6. BOE Tricaster status – need to resend the quote we got from earlier to Jeff for the specs.
7. THS access –
 - a. No way they will let anyone in the building without a custodian in the building. Safety issue, also liability. Can we get our staff vetted like the custodians. Jeff will connect Kate with Scott Sikora and John Morilla.
 - b. Jeff will get Lara and Katie access during times when the custodians are there (their access cards are limited to 7:30 am – 4:30 pm)
 - c. Can we get Lara and Katie on the list of who gets notified of building closure.

F. Marketing/PR – Jim – No activity

G. THS Connection –

1. THS Graduation (see programming)
2. Work with computer software teacher to develop mobile app for election night in the fall

H. Government relations – No update

I. Industry Relations (ACM, Charter, Frontier) – no update

J. Miscellaneous – nothing

Meeting adjourned: 8:38 AM

2021 Meeting dates: May 20, June 17, July 15, August 19, September 16, October 21, November 18 and December 16.