

# Trumbull Community Television Commission

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## Minutes

Thursday,  
May 20, 2021 via Zoom

Attending: Donahue, Lang, Fini, Chin, Dunn, Walden, Hackett, Haulund

Meeting called to order: 7:46 AM

### A. Public Comment - None

### B. Administrative

1. Approval of April 2021 minutes – Motion by Fini, 2<sup>nd</sup> by Haulund. Approved unanimous
2. June meeting – need to move, the same day as THS graduation so Lara and Katie will be tied up. Move to June 24<sup>th</sup> at the THS studio.

### C. Finance

1. 2020-21 budget status
  - a. Go ahead and order the headsets – check for local vendors
2. 2021-2022 budget status -

### D. Programming- Lara

1. Local election programming
  - a. Have found some old furniture to fix up
  - b. Jens will get some kids he knows to help him develop an app
2. Live streaming Hillcrest and Madison graduations – June 16
3. THS graduation – June 17 in the stadium. Live streaming like last year
  - a. Are we covering the THS Fly Thru? Lara to check
4. D.A.R.E. programs were recorded and will be broadcast – given by middle school resource officers for 5<sup>th</sup> graders but there is universal appeal. Will be adding content (potentially) from CARES group on resources for substance abuse.
5. School concerts are up in the air – waiting for more info
6. THS sports – baseball, lacrosse, tennis

### E. Technical – Jens

1. Frontier and studio encoder status – need to pull the specs together so we can go out to bid when the new budget year starts.
2. Streaming capability –
  - a. Can we get our Facebook streaming on our website page? Bill and Jens to help
  - b. YouTube channel – Jens to look at for live programming – set up needed
3. Non-cable platform options – Focus on Facebook, YouTube and our website for now and see if we get requests for any other platforms
4. Cloud storage
5. BOE Tricaster status – Jeff putting scope of work together, will review with Jens before it goes out.
6. THS access –

- a. Lara & Katie should have access 6:30AM –10:30PM (when custodians are there)
- b. Kate email to see if we can get some kind of procedure in place for emergency access

F. Marketing/PR – Jim

1. Let's put some posters out

G. THS Connection – will pick up in the fall, expect Superintendent will be supportive of using the studio more. Lara will follow up with Nick Didonna on how the Video Production class went this semester. Expect he will want to use the studio more in the fall.

H. Government relations – No news

I. Industry Relations (ACM, Charter, Frontier) –

1. Trumbull Times – Having a hard time getting the schedule in the newspaper. Don Eng not responding to emails. Jens will follow-up.

J. Miscellaneous - None

Meeting adjourned: 8:31AM

2021 Meeting dates: June 24 (THS Studio), July 15, August 19, September 16, October 21, November 18 and December 16.