

Trumbull Community Television Commission

Minutes

Thursday,
October 21, 2021 via Zoom 7:45 AM EDT

Attending: Lara Walden, Kate Donahue, Jim Lang, Vince Fini, Bill Chin

Not attending: Jens Haulund, Jeff Hackett

Meeting called to order at 7:45 AM

A. Public Comment - None

B. Administrative

1. Approval of August 2021 minutes – Motion by Fini, 2nd by Lang. Unanimous
2. Consideration of 2022 meeting dates – Dates discussed. Motion by Lang, 2nd by Fini for the following dates: Jan 20, Feb 17, Apr 28, Jun 16, Aug 18, Oct 20 and Dec 15, 2022. Unanimously.

C. Finance

1. 2021-2022 budget status – All accounts are on budget
2. Videographer & Producer rates – Discussion of raising staff hourly rates as indicated in the budget effective December 1.
3. Staffing – Need to replace Katie Dunn – first thing is refine the job description

D. Programming- Lara

1. Studio upgrade – Will NOT be done in time for Election Night program
2. Local election programming
 - a. Election Night: This year will be THS student focused. Students producing and on air. Katie Boland has recruited members of the Rho Kappa Society (THS Social Studies Honor Society). Vince will still “run the numbers”. We will be using Sling studio to stream live. Students are figuring out the graphics for us. They will also be reporting the election results from the 7 polling places.
 - b. Debates: First one First Selectman at the Library – concrete walls hampered our wifi signal so the live stream kept going in and out. Do not expect the same issue at Madison for the 2nd debate. We will be using two videographers
3. Government meetings – continuing to cover either on Zoom or in person
4. Other programming
 - a. Pinewood Lake is working on some material
 - b. Senior Center still providing us with Zoomed events

E. Technical – Jens

1. Frontier and studio encoder status – still waiting
2. BOE Tricaster status – upcoming meeting with vendor to plan the timeline
3. THS access - no issues
4. We should be using local vendors like Altel Communications (in Bpt) when we can.

F. Marketing/PR – Jim

1. Social media – we need to get the word out that on election night we will be streaming live but not broadcasting live
2. Eblast to all school level parents about Election Night streaming
3. Senior Center newsletter – Lara and Jim to work on content to offer
4. Arts Festival – Ritchie taped
5. Trumbull Mall – no update
6. Trumbull Rotary – Presentation scheduled for 10/29. Jim/Vince to prep Kate

G. THS Connection – working on

H. Government relations – no news

I. Industry Relations (ACM, Charter, Frontier)

1. Charter restored service quickly after outage
2. Frontier has been impossible to reach but Lang has seen their trucks out stringing fiber which is great.

J. Miscellaneous

Meeting adjourned at 8:49 AM

2021 Meeting dates: December 16.

2022 Meeting dates: January 20, February 17, April 28, June 16, August 18, October 20 and December 15,