

Trumbull Community Television

Minutes of July 24, 2014

Members Present: Kate Donahue, Byron Campbell, Roy Fuchs, Sue Horton, Donna Girot, Shawn Tait, Bill Chin, Tony Hwang

Meeting called to order by Kate at 7:50am

Minutes: Previously distributed minutes of 3/20/14 and 6/12/14 reviewed by members. Quorum not present to approve minutes

Updates-Old Business

Programming:

- More student videographers – has high school interns working in the studio supporting operations. Hopes to convert to videographers eventually. Hope to launch a Facebook page with their help.
- Starting to work on training in anticipation of next live event
- Will be taping “Getting Kids Ready for Kindergarten” presentation
- Display case at Town Hall will be available to TCT. Donna working on

Administrative:

- **Budget status-** 2013-14 fiscal year was \$65,000 – did not go over. 2014-15 budget from Town was increased to \$81,000.
- **Membership-**
 - BOE representative will be Susan LaFrance
 - Sue has potential member (an attorney) and will follow up with him
- **Committee Leadership-** we are in conversations with someone at THS. The C House principal job opening could affect this. More info soon
- **Job descriptions** – review by all, just need final form.

Technical:

- **VOD-** VOD better, still have queue issues
- **THS Building Access-** Procedure in place. Will monitor effectiveness
- **Grant** –
 - Byron stated the recent Grant purchases have incurred a \$4,200 rebate. The rebate monies will be used to earmarked items not yet purchased.
 - St Joes and CHS – Letter drafted, needs edits by Byron. Equipment has been dropped off. Need to coordinate a ceremony with both schools in September. Byron to coordinate. Include Tony Hwang
- **Software issues** largely resolved
- **Studio** – new monitors and switchers being installed week of July 29
- **Music/Special effects library** - Byron still working on
- **Auditorium line** – still needs a converter
- **Line from gym to studio** – not going to happen unless we pay for it
- **Council chambers audio system** – hand mike needs to be replaced. Get Bill Chin the specs of what we need and he will get it.

Miscellaneous:

- **Alliance for Community Media**- Meeting coming up – Donna Girot will attend
- **THS Sign**- sign will be addressed with other security issues this summer.
- **Charter Advisory Council** – Jim emailed Kate that he is concerned about the future of the committee with the ownership changes. We'll keep watching
- **501 C(3) status** – still need an attorney to prepare the paperwork
- **PEGPETIA grant** – Tony shared that other communities were surprised by how much Trumbull has gotten. The state has swept the account so there is no money available.
- **Strategic Planning** – will need to plan for late August/early September.

Meeting adjourned 8:38 am (shortest meeting ever!)

Next Meetings: September 18, October 30, December 11