

Trumbull Community Television Commission

Minutes

Thursday,
February 25, 2021 via Zoom

In attendance: Vince Fini, Kate Donahue, Katie Dunn, Bill Chin, Lara Waldron, Jens Haulund, Jeff Hackett, Jim Lang

Not in attendance: None

Meeting called to order at 7:47 AM

A. Public Comment - None

B. Administrative

1. Approval of January 2021 minutes – Motion Fini, 2nd Haulund. Unanimous

C. Finance

1. 2020-21 budget status -
2. 2021-2022 budget -
 - a. During FS meeting on 2021-22 budget, learned that the BOE Tricaster replacement system was bonded in the 2020-21 budget so we need to get moving and get this project so we get it before the end of this fiscal year.
 - b. Will need to work with Jens, Jeff, Lara and Katie will work up the specs so it can be put out to bid. Jeff will confirm with Kevin Bova on the bid process.
 - c. Jeff will check on the number of cameras needed.
 - d. BOF hearing is Tuesday, March 9 at 4:00 PM via Zoom. All Commission members are asked to attend.

D. Programming- Lara

1. Working on doing more sports
 - a. Have a new videographer – Chris O’Shea (experienced)
 - b. Been covering basketball and swimming
2. Trumbull EMS called and asked us to tape a training session on CPR and using a AED.
3. Home schooling expert taping
4. Senior Center program on Black History Month and voter suppression
5. TPAUD – has asked if we can tape the DARE program so it can be shown at the schools – and on the station. They also want to do a show on vaping and what it looks like so parents know what to look for.
6. Live streaming of THS-St Joes basketball game – girls on 3/5
7. Should we cover the Memorial Day Parade with commentary? Multi-camera live shoot. Maybe have Katie Boland’s WTP team do the commentary.

E. Technical – Jens

1. Frontier encoder status – Could integrate the Frontier encoder with the studio encoder in one piece of equipment. Need to get more quotes – **Kate, Lara and Jens to discuss so we can set up specs for more quotes**
2. Encoder replacement – see above (combo for next agenda)

3. Streaming capability – focus on covering THS graduation and on DNR observation that we can stream all the time technically. We should reach out to St. Joes and CHS too.
4. Non-cable platform options – Jens emailed with Scott Kaminsky (teaches AP coding class) with focus on created a mobile app for getting voting data from voting districts right on-air. Have not looked at Roku yet – target is people who don't have a smart tv.

5. Cloud storage

6. BOE Tricaster status – see above

7. THS access – could look at swipe card for the one outside access point. Would need to have a custodian there probably. He was a Rotarian and they're soliciting him to join in Trumbull so Vince and Jim could help.

F. Election Night planning (new agenda item)

1. Working with AP Coding class to create an app for volunteers to get the election results at the polling site and then they go straight to on-air
2. Might need 2 volunteers per site for data accuracy
3. Work with We The People Team to emcee
4. Talk to Nick DiDonna about student volunteers

G. Marketing/PR – Jim

1. Website – BIG THANKS to Bill!!!!
 - a. We moved the website over to the town server (so don't need Wix anymore!) and we're using WordPress
 - b. Lara will do some clean up – out-of-date content, streamline user interface
2. Need to continue to use word-of-mouth to promote the station
3. Bulletin boards before and after key meetings – promoting the next show
4. Facebook terms
 - a. Reach – people who watch for any length of time
 - b. Engagement – action taken – likes, posts, comment

H. THS Connection – connecting with AP Coding class (Kaminsky) and Video Production teacher Nick DiDonna

I. Government relations – No report

J. Industry Relations (ACM, Charter, Frontier) – No report

K. Miscellaneous

Adjourn at 8:46

2021 Meeting dates: March 18, April 22, May 20, June 17, July 15, August 19, September 16, October 21, November 18 and December 16.