

Trumbull Community Television Commission

Minutes

Thursday,
April 28, 2022 via Zoom

Attending: Kate Donahue, Vince Fini, Jens Haulund, Bill Chin, Lara Walden, Jeff Hackett, Ryan Tyler
Not attending: Jim Lang

Meeting call to order at 7:45 AM

A. Public Comment - None

B. Administrative

1. Approval of February 2022 minutes – Motion by Fini, 2nd by Haulund. Request to change the Technical contact from Jens to Ryan Tyler. Unanimous as amended.

C. Finance

1. 2021-2022 budget status – All spending is at or under budget
2. 2022-23 budget request – All good so far

D. Programming- Lara

1. Recruiting videographers –
 - a. Rainey and Matt S. are covering a lot of THS sports and school events. Doing a great job
 - b. Meeting with Todd Manual on 5/4 to discuss Ryan and the AV club
 - c. Joe Amatura asked to borrow our drone, seems interested in engaging more
 - d. BOE Chair Lucinda Timpanelli suggested we tap into the RCA program – they have a strong media program
2. THS Graduation is June 16 – expect we will have enough videographers
3. School concert season is about to begin (yippee!)
4. THS sports – we are recording as many as we can
5. Trumbull Library is doing a series on food sourcing – really interesting
6. Senior Center is sharing a lot
7. Pinewood Lake Theater piece is almost ready – working on a teaser
8. Still having trouble with hearing about meetings at the last minute
 - a. Bill sent Kate a list of the Town Clerks so she can ask them to give us more lead time.

E. Technical – Ryan Tyler

1. Frontier and studio encoder status
 - a. Training is done
 - b. Black Magic video studio was included and paid for
2. BOE Tricaster status
 - a. Bids went out last week, Jeff thinks they will come in lower than

anticipated

3. Streaming server
 - a. Really need to move on this since town meetings can be virtual, in person or hybrid.
 - b. Handles streaming outside of THS on our website
 - c. Getting 3 quotes: DNR, HB Comm (now Diversified) and Ockers
 - d. Need to order and get delivery BEFORE the end of the fiscal year
 - e. Will need approval from BOF to move funds – we have enough in the Videographer account
 - f. Kate to follow up with Town Hall, BOF to get on the next BOF agenda
4. Council Chambers Tricaster –
 - a. still part of ARPA funding according to Bill
 - b. Since meetings will continue to be hybrid we expect to need TWO operators – one to run the camera and the other to run the streaming feed

F. Marketing/PR – Jim

1. Trumbull Mall – no update
2. Tik tok – blocked at THS
3. Website – Commission members need to review and give staff feedback
4. Marketing plan should be developed over the summer

G. THS Connection

1. AV Club revival – see above, meeting with Todd Manual May 4

H. Government relations – No update

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

J. Miscellaneous

1. Need to move next meeting to June 9th (graduation is the following week)

Meeting adjourned 8:59 AM

2022 Meeting dates: **June 9**, August 18, October 20 and December 15