

Trumbull Community Television Commission

Minutes

Thursday, May 21, 2020 via teleconference

Attending: Jeff Hackett, Vince Fini, Jim Lang, Jens Haulund, Katie Dunn, Lara Walden, Bill Chin, Kate Donahue

Meeting called to order at 7:33 AM

A. Public Comment - None

B. Administrative

1. Approval of April, 2020 minutes. Motion by Fini, 2nd by Haulund to approve. Unanimous
2. Staffing – Zoom meeting format is settling down, will start bringing some of our videographers back.

C. Finance

1. 2019-20 budget - on budget
2. 2020-21 proposed budget status – next step is Town Council Finance Committee and then the whole Town Council

D. Programming- Lara

1. Number of “Zoom” government meetings are increasing. Katie has been covering most of them with Lara doing the post editing.
2. Working with Senior Center and Library to tape/air some of the programming they’ve been creating
3. THS graduation – Kate will ask the Superintendent to include Lara in planning so we can live stream the proceedings
4. Administration (Dr. Budd) continue to use the studio to tape videos to disseminate info

E. Technical – Jens

1. Encoder replacement – Jens still needs to approve, Kate will resend info
2. Streaming capability = still need hardware to do
3. Supporting government meetings via Zoom – going well
4. Non-cable platform options – Lara will follow up
5. Cloud storage – still need the Town to be willing to put the monthly charge on the Town credit card. Kate will follow up with Kevin Bova and Maria Pires.
6. Live broadcast on the channel – still need to get the signal from Town Hall to THS

F. Marketing/PR - Jim

1. Swag update: T-shirts/polos, hoodies, hats = go with grey polos, Lara get videographers sizes and invoice so we can get a PO and order
2. Promotion placards – hopefully we can get these distributed as places re-open. Kate has paperwork to get Jim paid.

G. THS Connection

1. Follow-up on Chirles/Manuel meeting – no movement until school reopens

H. Government relations

1. PEGPETIA grant status – we got half of what we asked for. Jeff will send the list of equipment we got

I. Industry Relations (ACM, Charter, Frontier)

1. Frontier's bankruptcy was approved by the courts, not clear what will happen to the operation going forward
2. Charter is going strong. Their business (especially the Internet) is strong

J. Miscellaneous

Meeting adjourned at 8:13 AM

2020 Meeting schedule: June 18, 2020, July 16, 2020), August 20, 2020, September 17, 2020, October 15, 2020 (*THS Studio*) (7:45 AM start), November 19, 2020, December 17, 2020

All meetings are **7:30-9:30 AM** via Zoom unless otherwise noted.

Snow policy: If Trumbull schools are closed, our meeting is cancelled. If Trumbull schools are delayed our meeting will happen unless we're scheduled to be at THS.