

Trumbull Community Television Commission

Minutes

Thursday, July 16, 2020 via Zoom
7:45-9:00AM

Meeting called to order at 7:45 AM

Attendees: Commissioners: Kate Donahue, Jim Lang, Vince Fini, Jens Hauland (at 8:12) and Lara Walden, Bill Chin

A. Public Comment - None

B. Administrative

1. Approval of June 2020 minutes – Motion by Fini, 2nd by Lang, unanimous.

C. Finance

1. 2019-20 budget – we are on track
2. 2020-21 proposed budget status – budget approved
3. Capital purchase update
 - a. Discussion of purchasing Sling Studio a multi-camera remote site kit for use via the internet. Used for the THS Graduation and worked well.
 - b. Also discussed Live View Solo which would allow us to live stream from locations other than Town Hall Council Chambers or the THS Auditorium

D. Programming- Lara

1. THS Graduation update – overall went well
 - a. 2 parts: Speeches were recorded ahead of time and rebroadcast over the radio for parents/students to listen to as the queued up to get their diplomas
 - b. Name read and diplomas presented live at 3 locations around the THS campus
 - c. TCTV will be combining the speeches and the name reading (along with video of the student's yearbook picture) next week
2. Library programs restarting, working with them to tape and air
3. Senior Center – working on getting their programming on the air too
4. Gazebo concerts are also starting, they will also be taped for airing

E. Technical – Jens

1. Encoder replacement – need to do in 2020-21 fiscal year
2. Streaming capability –
 - a. in good shape - the LiveViewSolo works to stream to Facebook. We need to build the list of where we can live stream from.
3. Supporting government meetings via Zoom –
 - a. social media feedback has been positive
 - b. Hybrid meetings (some people in person, others via Zoom) are harder to manage. Some boards/commissions are going to want more of this. Hard to do – need more lead time (3 weeks) and a Black Magic Box to facilitate.
 - c. Katie and Lara have been doing all the “hosting” to make sure they

understand how things work and how to solve problems. They're at the point where they need to expand who else can do this. Sometimes there are 3 meetings or more going on.

- d. Need to look at which videographers are going to be willing to go onsite.
- 4. Non-cable platform options
- 5. Cloud storage
- 6. Access point for cellular (not wifi) – go ahead with \$40/mo Verizon hot spot
- 7. Status of written plan
- 8. VOD Drive – having a software issue, password to Windows on all the devices has changed. No one seems to know what it is. Working on resolving.

F. Marketing/PR - Jim

- a. Swag update: T-shirts/polos – polos are here, need to distribute

G. THS Connection

H. Government relations

- 1. PEGPETIA grant status – no update

I. Industry Relations (ACM, Charter, Frontier) - no change

J. Miscellaneous

Meeting adjourned at 9:02 AM

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