Trumbull Community Television Commission

MINUTES

Thursday, August 13, 2026
8:00 AM via ZOOM

Attending: Kate Donahue, Bill Chin, Vince Fini, Lara Walden, Matthew Nelson, Amanda Wendt, Jens Haulund, Jeff VanSteenburgh

Meeting called to order at: 8:01AM

A. Public Comment - None

B. Administrative
   1. Approval of July 2026 minutes – Motion Fini, 2nd Jens. Unanimous
   2. Commission status –
      a. Jens – Last meeting, we will miss him. Working at a TV station.
      b. Recommendation: Max Palmer – will get in touch with Kate
   3. Review/update of station policies – Lara to call a meeting with Amanda and Kate to clarify the changes for presentation at the next meeting.

C. Finance - Kate
   1. FY2027 budget status – Within budget

D. Programming- Lara
   1. General programming
      a. Summer has been steady – Sunday and Tuesday concerts, Senior Center events, haven't had to pull as many reruns as usual
   2. Original productions – Recycling in progress, e-bike safety idea – want to include Jeff Cochrane and THS kids; TPAUD in studio with James Geysler and Henry DeAngelo – counselors on college admissions – almost done.
   3. Fall sports schedule has been published, starting to figure it out
   4. Virtually all events we wanted covered were covered

E. Technical – Lara
   1. Storage capacity and backup storage – implementation – met with Matt Nelson and reviewed the specs Lara had developed on AWS. AWS Glacier is $250/yr to keep 6-12 months of educational programming and 12-18 months of government programming. This is for STATION retrieval of events which would then be moved to YouTube for viewing. We already have 6 months (education) and 12 months of government programming on VOD. YouTube goes back to 2020.
   2. Lara has a closet full of hardrives full of everything that has ever run on the channel. What do we need to keep?
      a. Need to figure out mapping the drives first – critical to finding shows
      b. Then need to decide what shows we would want to keep – historical – THS graduation, etc.
      c. May be a job for an intern
      d. THIS IS A BIG, LONG-TERM PROJECT

3. Wireless audio kits – would improve audio quality for events where they use a mike/audio system. Expect around $100 per set.

F. Marketing/PR – Amanda
    1. Social media – Drew is doing a great job. Meeting monthly. He is testing things out and looking at the viewing data. Capcutpro – editing on Snapchat, Instagram, etc. – need to get a license – Lara with handle ($180).
        a. Need a TPS email for the social media – Jeff can handle
        b. Creating a interstitial for promoting our social media accounts
        c. Hoping our IG followers will grow with Drew's promotion for fall sports
        d. Need the Commission to push the content
        e. Invite Drew Mezza to join the meetings – Amanda will follow-up

G. THS Connection – Lara
    1. No update – Jeff has been in New Zealand
    2. New set made it's debut with the TPAUD video
    3. Hoping to live stream more home football games
    4. Trying to put more student work on the station

H. Miscellaneous
    1. Next meeting – need to move the September meeting to the end of September – Kate will come up with dates and get consensus. Will be held at THS Studio

Meeting adjourned at: Motion by Jens, 2nd Amanda. 8:48 AM

2026 Meetings: September 17, October 29, December 10