

Trumbull Community Television Commission

Minutes

Thursday, November 19, 2020 via Zoom

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

Meeting called to order at 7:46 AM

A. Public Comment - None

B. Administrative

1. Approval of October 2020 minutes – motions by Fini, second Lang. Unanimous.

C. Finance

1. 2020-21 budget – Under budget for the fiscal year
2. 2021-2022 budget – Donahue will prepare a draft 2021-22 budget for Commission review at the December meeting.

D. Programming- Lara Walden

1. Covered THS fall sports: field hockey, boys and girls soccer, swimming, final football game (multi-camera and live streamed)
2. Getting list from THS AD Mike King of team coaches
3. Asked about whether we can put scores up on the live stream and Sling Studio can do it
4. TPAUD: recorded all the content for the forum, work starts now on editing it all together
5. Senior Center: Cabaret concerts – many have been cancelled due to the age of the participants
6. No winter concerts at the TPS schools
7. Have reached out to THS Guidance Department to see if they want to develop any content - no response yet.
8. Trumbull Library – have been focused on safely reopening, will reconnect to see if there is any programming we can tape
9. Trumbull Police Department – reaching out to see if potential programming we can develop or tape
10. Been updating the “bulletin boards” that run between our programming
11. Need more daytime videographers – hard to find

E. Technical – Jens

1. VOD server status – still transcoding old content
2. Studio: autofocus is an issue on two cameras – working to figure out
3. Encoder replacement
 - a. Will need 3 quotes, only have DNR so far, other suppliers have lots of questions
 - b. Lara and Jens will take another look at the old BOE encoder and figure out what it can do
4. Streaming capability

- a. Jens/Lara/Katie to check out the new BOE equipment
 - b. Streaming quality has been excellent, can stream 2 events at a time now
- 5. Non-cable platform options
 - a. Youtube business – looks like you can save and search as much as you want
 - b. No guarantee how long they will let us keep content up there
 - c. Hold for now
- 6. BOE Tricaster status – Lara check with Jeff Hackett. Audio quality is not good.
- 7. Status of written plan and equipment list
 - a. Finishing inventory of studio equipment
 - b. Overall have what we need except for some more audio equipment
 - c. Will work on the list for the 2021-22 budget
- F. Marketing/PR – Jim
 - 1. How do we raise our visibility?
 - i. Get our posters up on local restaurants/stores
 - ii. Social media – look at FaceBook ads – very inexpensive – approved spending \$100
- G. THS Connection
- H. Government relations
- I. Industry Relations (ACM, Charter, Frontier)
 - 1. Frontier – going forward TCTV will on be available to existing customers, they will get DISH Network, which we are not on
 - 2. We need to emphasize that we are NOT on DISH network.
- J. Miscellaneous

Meeting adjourned at 8:58 AM

2020 Meeting schedule: December 17, 2020

2021 Meeting schedule: January 21, 2021, February 25, 2021, March 18, 2021, April 22, 2021, May 20, 2021, June 17, 2021, July 15, 2021, August 19, 2021, September 16, 2021, October 14, 2021, November 18, 2021, December 16, 2021

All meetings are **7:45-9:00 AM** via Zoom.