

Town of Trumbull
Trumbull Education Channel Committee
Minutes of January 14, 2010

In attendance: John Annick, Donna Cassidy, Sue Horton, Jim Lang, Marilyn Lord, Kate Donahue, Shawn Tait, Deborah Cox, Peg Perillie, Gary Cialfi, Byron Campbell, Jeff Hackett, Tom Kelly, Tim Herbst
Absent: Ken Mayo, Vince Fini, Jim Thompson

The meeting was called to order at 8:03 AM by John Annick.

Open Comments:

Members introduced themselves to new member rep from BOE Tom Kelly and First Selectman Tim Herbst.

John will be working on reappointments with Tim to replace exiting members. John asked members to contact him if they would like to recommend someone. John would like more business representation or senior citizens on committee. Tim will contact John with suggestions.

Jim L. stated 2 opening are needed to be filled on Charter Advisory Council.

TTCTAC will be now be taping Water Pollution and Conservation Committee meetings.

John is working more closely with S.C.O.R.E. Meetings are now being taped and televised.

New community contact has been made through BEI ad in Cont. Ed brochure. Individual will possibly be able to assist business community in Trumbull and high school students. John is in contact with this person. More information will follow at later meeting.

Shawn stated video announcements at Library will now include BEI information.

First Selectman Tim Herbst: Tim told committee he appreciates what committee has accomplished. He would like to televise First Selectman's Brown Bag Lunch meetings. Tim asked if commercials can be aired for increased revenue. John and committee explained this is against TTCTAC policy. Jim Lang gave brief update and explanation.

John stated TTATAC budget is included in BEI budget

Minutes: Minutes of December 3, 2009 minutes reviewed by members. Motion to accept minutes made by Marilyn, seconded by Kate. No discussion. Motion to accept minutes unanimously approved.

Tim asked if committee has ever received an FOI request. John gave brief answer. Copies of all recordings are available for purchase at Library.

AT&T UVerse: Mary Pat Healy no longer with AT&T. John has been in contact with her replacement. Shawn gave brief update on recent AT&T problems. Shawn stated AT&T programming can not be viewed at studio while transmitting. John, Shawn & AT&T are working to resolve this issue. AT&T customer user fees were kept by town in last budget cycle. Current fees are being escrowed by AT&T. AT&T is requiring TTCTAC become certified as a public service provider before releasing monies. John, Kate & Jim L. explained this arduous process to members and First Selectman. John will set up meeting with AT&T for follow up.

Charter Advisory Council: Jim Lang gave brief report. 2 appointments need to be filled from Trumbull. Basic cable fees will be increasing by \$5.00, Expanded basic fees will decrease \$5.00. **Jim is working with Stae Rep. Hwang on meeting with DPUC to resolve how we can become a certified station and tap into AT&T monies.**

Policy Committee: Kate & Deb are reviewing policy regarding political debates and forums. **Will report at next meeting.**

Gary Cialfi has distributed end of January & February calendar to Shawn for posting and tapings.

New Videographers & Responsibilities: Shawn has recruited 3 new students who are performing well. John told Shawn new students need to **complete and submit videographer responsibilities form** as well as a W-9 income tax form. Shawn gave brief update.

Long Range Plans: John will be meeting with First Selectman Friday to discuss budget. John will be requesting common screen & projector for Town Council Chambers. There will be no increase request for videographers. John will be reducing the BEI budget.

John has asked Jeff to look into grant previously discussed. John would like grant to include funds for cameras at Long Hill BOE meetings. Jeff will contact Donna & Marilyn to set up meeting.

Studio at THS: Improvements are moving forward **with renovations contemplated for 2012**. Studio will move to M wing with separate entrance. Jeff gave brief update. Shawn stated studio will be closed Monday due to renovation work but will reopen Monday night.

PR & Marketing: Committee met and gave brief report (attachment "A").

Program & Network Scheduling: Jeff & Shawn explained changing schedule twice in one week is complicated and very time consuming. Demand for this has not be yet seen. Don Eng program- Deb told members first show is scheduled to be taped Friday. Shawn will send videographer to tape show. Jim L. suggested contacting Greg Van Antwerp at Charter for assistance. Jim L. suggested also possibly airing show on channel 21.

Video Close-Caption: Shawn spoke with company. Fee of \$350.00 for one hour show was given. Shawn gave brief report. Discussion ended. Deb will ask Dan Nelson at Town Hall to look into available grant monies for this.

Shawn will now be broadcasting basketball games live.

Logo: Shawn stated students have almost completed logo. Suggestion was made to include logo in all PR recommendations.

Members wishing to add anything to agenda should contact John

Next meeting March 4th.

Meeting adjourned 9:26 am

TTCTAC
1/14/10 TO-DOS

- Members will contact John regarding replacements of exiting members for TTATAC & Charter Advisory Council
- John will follow up with AT&T regarding becoming certified as a public service provider
- Kate & Deb will follow up with policy regarding political debates & forums
- Shawn will follow up to ensure new student videographers have properly completed their paperwork
- Jeff will contact Donna & Marilyn to set up meeting regarding state grant
- Members are asked to review recommendations of PR committee and contact Deb with suggestions/changes
- Deb will look into airing Don Eng program on channel 21 and contacting Greg Van Antwerp at Charter for assistance
- Deb will ask Dan Nelson at Town Hall to look into available grant monies for close caption needs
- Shawn will send completed logo to Deb & Donna
- Members wishing to add items to agendas will contact John