

**Town of Trumbull**  
**Trumbull Education Channel Committee**  
Minutes of October 8, 2009

**In attendance:** John Annick, Donna Cassidy, Sue Horton, Jim Lang, Marilyn Lord, Kate Donahue, Shawn Tait, Deborah Cox, Jim Somers, Ken Mayo, Peg Perillie, Gary Cialfi, Byron Campbell, Tony Pijar  
**Absent:** Donna Cassidy, Vince Fini, Jim Thompson, Steve Wright, Jeff Hackett, Ray Baldwin, Martha Olson

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

**Open Comments:**

- TTCTAC is now taping S.C.O.R.E. meetings and are available at the Library for viewing.
- John met with St. Joseph's director to facilitate taping of programs at their site.
- John has resolved several problems that have been active:
  - Copy write protection- Byron stated it is possible if Shawn has proper equipment. Brief Discussion ensued. John asked Shawn to look into equipment.
  - Video provider status- defined by Jim Lang. The town still has the \$1,750 check from AT&T.
- Live First Selectman Debate will take place October 29, 7 pm at the studio. It will be replayed on channels 17 & 99
- Will broadcast live election results again on Election night.
- The BOE is providing John with a list of monthly activities. John requested ken Mayo provide him with a similar calendar. Ken will send John calendar.

**Charter Advisory Council:**

Kate gave brief report. Dual feed broadcasting has been approved by Charter. By-laws are currently being reviewed

**To-Do update:**

- ▶ Jeff Hackett will f/u on a video provider status (Jeff still has to write letter)
- ▶ Jim will write a letter to the FCC for the First Selectman's signature. (Has been followed up with letter for First Selectman Baldwin to sign)
- ▶ Sue will continue to send Shawn a spreadsheet of copy requests.
- ▶ Steve W. will look into the "opt-out policy" in the school system and how this might help us with the issue of keeping parents from coming up after a taping and requesting at that point to cut their child out of the videotape.
- ▶ Jim T. will prioritize in a spreadsheet the equipment needs and programming needs for the channel.
- ▶ Committee will give thought to new Chairperson for committee (John would like motion to be presented)
- ▶ Kate will update our policy with the use of "TEC" instead of Channel 17. (completed)
- ▶ John will make a standard outline for a video about business paths. (2 programs about parks and businesses in Trumbull and how they link into careers. Videos will be available at Library)

**Elections:**

Donna made motion to nominate John Annick as chairperson/seconded by Marilyn. No other nominations. All members in favor

Kate made motion to nominate Donna as Secretary/seconded by Tony. No other nominations. All members in favor.

**Long Term Planning Report:**

Long term planning report distributed to members. Shawn will follow up with Jim T. to more clearly define with Jeff Hackett. Jim L. asked if anyone is working with THS school building committee to ensure appropriate changes and equipment are being incorporated into THS renovation. Shawn met with construction people last month. Byron suggested proper HVAC should be piped into studio to reduce noise

levels that may occur with pipes that are too small. Studio is in Phase II of THS renovation. Byron suggested making sure proper infrastructure is included in future studio renovations.

**TTCTAC Policy:**

Policy is updated and completed. All references to channel 17 have been changed to TTCTAC to reflect current committee status.

**PR & Marketing:**

A small committee needs to be formed. Goal will be to make public more aware of 2 channels.

**Programs & Network Scheduling:**

The new scheduling format is working well. Comments & suggestions should be sent to John.

John asked Shawn to meet with videographers to see what upgraded equipment is needed.

THS has two student reps (One BEI rep & one Trumbull Chamber of Commerce rep). John is trying to bring 2 students together to better enhance communication between students and town.

Morning broadcasts at THS are going very well. Tony praised Shawn for encouraging more student participation and improving quality of morning announcements.

Sue Horton stated Library will be sponsoring "One Book" event. Book selected is "The Selected Works of T.S. Spivet". Deb Owen will be doing advance video clip for promotion. Launch is expected to be April 10, 2010.

Channels 17 & 99 will broadcast domestic violence videos during domestic violence awareness month.

Great Pumpkin Festival & race will be taped and broadcasted.

Marilyn requested Ace Foundation video be broadcast.

Deb Cox announced Trumbull will sponsor Restaurant week October 10-18. Channels 17 & 99 will place immediate announcement out regarding event.

Jim Lang reported Rotary has requested to run a video produced by Google on eliminating polio (The Final Inch). Brief discussion ensued as to whether or not to air broadcast on channels 17 & 99. John suggested Jim L. clarify what info on video will be meaningful for Trumbull.

Next meeting will be Dec. 3<sup>rd</sup>

Meeting adjourned 9:10 am

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- ▶ Shawn will follow up with Byron & renovation construction managers regarding proper studio design
- ▶ Outline for business paths- to be discussed at future meeting
- ▶ Jeff will follow up with DPUC Grant