

TTCTAC

SEPTEMBER 8, 2011 MINUTES

In Attendance: John Annick, Donna Cassidy, Marilyn Lord, Gary Cialfi, Peg Perrillie, Sue Horton, Vince Fini, Jim Lang, Shawn Tait, Jeff Hackett, Leisa Taylor, Donna Girot, Kate Donahue, Ken Mayo

Absent: Byron Campbell, Jackie Carlino, Tom Kelly, R Mincieli, Jackie Carlino, Amy DeZenzo, A Pijar

Meeting called to order by John Annick at 8:03 am.

Minutes: Minutes from 7/7/11 meeting distributed to and reviewed by members. Motion to approve minutes made by Jim, seconded by Marilyn. Motion to approve minutes unanimously accepted.

DPUC Grant: Report given by Gary. Grant submitted to Public Utilities Regulating Authority. Trumbull received grant monies for audio equipment at Long Hill Bldg., new cameras for Long Hill Administration Room and projector and screen in Town Hall Council Chamber room. New equipment will greatly improve quality of broadcasting for BOE. Streaming capabilities at BOE will be much more accessible. Equipment will also allow future ability to stream programs at other schools and allow the Superintendent the ability to communicate to all schools. No operational monies were included in grant monies received. Gary suggested putting together press release to public. Jeff stated equipment would be set up this month by October 4th meeting at Long Hill and Town Hall. Jeff stated the biggest problem is receipts are due to DPUC at end of month. John will talk to DPUC if needed.

Tony Hwang spearheaded grant effort. John is now working with Rep Hwang to get subscriber fee money from Charter & AT&T. Donna suggested Town should hire full time grant writer.

Town has now hired new IT person, Bill Chen who will start Sept. 12th. E will be requested to join the Committee.

FOI & Tape Retention: TTCTAC now is required to post agendas (48 hours before meeting) and minutes (within 7 days after the meeting). John spoke with town attorney regarding retention of tapes from past broadcasts. John read

attorney's opinion to members present. Attorney agreed that our policy for tape retention is appropriate. Shawn will continue to hold tapes for 4 months unless policy is changed. John will field questions from public requesting tapes from older broadcasts. Sue asked if we should even provide tapes of meetings to public and instead tell public to review minutes of meeting instead. The tapes are often requested to clarify something from the meeting.

THS Studio: Many shut downs at studio have occurred. Station is now working properly. Website was not up-to-date. Jennifer P and Gary have been contacted.

THS Foreign Language Museum taping was completed but held until school returned. Cialfi and Annick to follow.

Videographers: New cameras have memory card which help facilitate Shawn's job. Not all videographers have new cameras with memory cards. Cameras for this type of use range in costs of around \$3,000. All videographers are required to wear earphones when taping.

Election Night Coverage: TTCTAC will continue to cover election night results. Jim Lang will moderate. Shawn asked if debates will be occurring and taped. We will discuss at the October meeting. John will send a letter to the campaign managers of each party.

Election season programming: Marilyn stated committee felt policy for election season broadcasting is adequate. She suggested forming small committee to review tapes prior to broadcasting to ensure policy is being followed. Oversight committee members are Marilyn, Kate, John and Jim.

Charter Advisory Council: meeting Tuesday.

THS Studio move: John would like small committee to form to follow progress and process of THS studio move to attempt to be one step ahead and informed. Kate will contact Tremaglio regarding this. Committee members will be Kate, Jim, Bob, Byron, Jeff, Shawn & John. John suggested committee contact Al Barbarotta to attend this committee's meeting. John will write and contact Al. (Marilyn stated cuts that were made to studio can be funded if request to building committee is made.)

Enhancement Committee Meeting: John asked Kate to set up meeting at end of month.

Rotary Survey: Report given and reviewed by Peg. Rotary surveyed Trumbull residents about habits of viewing public TV. 21 people responded. Many requested more town history programs. Peg suggested using Ken Martin to host history shows. Donna G. & Leisa will co-ordinate this. Peg will send summation report to Donna C. to distribute to members. Sue suggested putting 3-4 questions about public's view of 17 & 99 on TTCTAC website.

General Discussion:

-John asked members to contact him if they know anyone with TV/video background to join TTCTAC

-Deb Cox has resigned from committee. Bill Chen will be requested to join.

-Shawn stated THS is not doing morning announcements. This will not occur until certain cable is in place. THS is also broadcasting more sporting events. Shawn also stated he has not received any requests for taping from St. Joseph's High School.

-Tony Horton, PX90 creator will be speaking at THS. Shawn would like to tape event. Discussion ensued regarding possible advertisement during taping. Interview should consist of his experience at THS and Trumbull only.

-Peg would like to tape Rotary Picnic.

-Donna G. will be filming 4 seasons of Trumbull show for Parks Commissions.

Meeting adjourned

Next meeting October 13th.

TO-Dos

- **regarding DPUC Grant will be done** **Press release**
- **DPUC if extension is needed on grants receipts due** **John will talk with**

- **New Oversight
committee will review questionable political tapes prior to airing
before Election Day.**
- **TTCTAC THS
building committee will meet with Al Barbarotta. John will contact Al.
Enhancement**
- **committee will meet with Dr. Tremaglio**
- **Donna G. & Leisa will
co-ordinate more taping of Trumbull history shows. Will contact ken
Martin to host.**
- **Any members who
know anyone with TV/video background to join TTCTAC will contact
John**
- **Rotary Picnic will be
taped**