# Hardin County Educational and Community Television

**Hardin Memorial Health Board Meetings**

**Production Fee Agreement July 2014-June 2015**

To: Dennis Johnson, President/CEO Hardin Memorial Health

Date: May 22, 2014

This agreement addresses the July 2014-June 2015 production service cost Hardin County Educational and Community extends to videotape and facilitate the programming of the regular Hardin Memorial Health Board Meetings on the local government access cable channels.

Production and facilitation costs have slightly increased because of increases in staffing and transportation. Facilitation and administration of government programming and maintenance of equipment is not funded in part by any cable company. HCEC-TV is a division of the Hardin County Schools, and the school board provides funding for the Hardin County Schools’ educational programming and facilitation. Each county and city government agency utilizing HCEC-TV production services for meeting coverage is charged a fee for production, facilitation and administrative costs of its’ government agency coverage. Set up for each meeting is done before regular business hours, requiring overtime staff payment. Repair and maintenance of equipment used for the service increase annually (of which a small percentage is included in the fee).

HCEC-TV is a non-profit organization, unlike other local media providers, and is therefore unable to solicit advertising dollars for this production service. Currently, Elizabethtown City Council, Hardin County Fiscal Court, Hardin Memorial Hospital Board and Radcliff City Council government agencies utilize HCEC-TV production services for meeting coverage.

The regular Hardin Memorial Health Board Meetings can require two staff members to set up a two-camera production, a single (and on occasion a second) videographer(s), with pre and postproduction set up and equipment removal, editing with graphics/slides, playback facilitation and administration of the schedule.

**If you have questions, please call Gina Ryan, Director of HCEC-TV at 769-8855.**

# HARDIN COUNTY EDUCATIONAL AND COMMUNITY TELEVISION

**(A DIVISION OF THE HARDIN COUNTY SCHOOLS)**

## Production Service Fee Agreement for Hardin Memorial Health Board Meetings July 2014-June 2015

(Based on not less than six showings per one week period)

**Itemized Production Service Fee of Videotaping Meetings (2 Camera Production):**

 Personnel (Staff member(s) setup/single videographer taping/requires overtime)

 Equipment set up/take down/videotaping/post-production/facilitation media

 (7:30 a.m.-1:30 p.m. 6 hours minimum for meetings over 1 hrs on tape)

 Editing (titles, slides, ending credits, DVD fabrication-included in time)

 Programming Facilitation (weekly publicizing/distribution scheduling)

 Administration (master control playback)

 Regular equipment repair/maintenance/mileage

 $136.00 per hour projected pre/post production time ($816.00 per mtg.)

 (Based on 10 regular meetings per year-No cost for DVD master) $ 8160.00

## Projected cost for July 2014-June 2015 Board Meetings Total: $8160.00

Each meeting will air a minimum of six times on the following cable channels: Comcast, Brandenburg Telecom and Insight on Tuesday, Thursday and Saturday at 11 a.m., Tuesday at 11 p.m., Thursday at 9 p.m. and Saturday at 5 p.m. Airdates are published in *The News-Enterprise* newspaper weekly, posted on the Hardin County Schools Website [www.hardin.k12.ky.us/tvp/default.htm](http://www.hardin.k12.ky.us/tvp/default.htm). A large number of the public receives the schedule via email.

**Expenses not included/projected:**

* Special HMH Board Meetings ($136.00 per hour/minimum 2 hour charge)
* HMH Board Meeting extending after 1:30p.m.($136.00 per hour)
* Additional DVD cost $10 each

**Approval Signatures:**

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**(Hardin County Board of Education) (Date)**

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**(Hardin Memorial Hospital Board/President) (Date)**