

SAMPLE FEE SCHEDULE FOR VIRTUAL MEETING SUPPORT SERVICES

10/19/2020

SERVICE PACKAGE	Subtotals
FULL MEETING PACKAGE WITH ELECTION (2-hour main session, with Host)	
<ul style="list-style-type: none"> - Meeting setup and administration - Host - Election Technical Support person <ul style="list-style-type: none"> - Use of tested voted secret ballot platform (one election**) - Election set up, pre-meeting review, running of election 	<p style="text-align: center;"><i>This option is well suited for small- to mid-sized meetings. It includes support for a single secret ballot election.</i></p>
	<p style="text-align: right;">Estimated total (before GST) \$ 390.00</p>
FULL MEETING PACKAGE (2-hour main session, with Host and Technical Support Person), no election	
<ul style="list-style-type: none"> - Meeting setup and administration - Host - Technical Support person 	<p style="text-align: center;"><i>This option is well suited for larger meetings where there might be a lot of participation and an ongoing need to monitor chats. This option does not include an election.</i></p>
	<p style="text-align: right;">Estimated total (before GST) \$ 347.50</p>
MINIMAL MEETING PACKAGE (2-hour main session, Technical Support Person, no Host), no election	
<ul style="list-style-type: none"> - Meeting setup and administration - Technical Support person 	<p style="text-align: center;"><i>This option may be appropriate for small, straightforward meetings.</i></p>
	<p style="text-align: right;">Estimated total (before GST) \$ 185.00</p>
ELECTION SUPPORT PERSON ONLY (no Host, no Technical Support Person, single election during 2-hour time block)	
<ul style="list-style-type: none"> - Meeting setup and administration - Election Technical Support person <ul style="list-style-type: none"> - Use of tested voted secret ballot platform (one election**) - Election set up, pre-meeting review, running of election 	<p style="text-align: center;"><i>This option is suitable for meetings including a secret ballot election that are otherwise run without CHF BC assistance.</i></p>
	<p style="text-align: right;">Estimated total (before GST) \$ 150.00</p>

NOTES

- * Listed meeting packages are examples. If you have special requirements, please let us know and we'll provide a quote. If your precise requirements aren't included above, the examples still provide good guidelines.
 - * Consultant hourly rates are fixed but are periodically reviewed. (Hosts acting alone have a slightly higher hourly rate: \$40 vs \$35/hr.)
Additional hours will be billed at \$30/hour for Election Support people and Technical Support people.
Additional hours will be billed at \$40/hr for a Host acting alone and \$35/hr for a Host when accompanied by a Technical Support person.
 - * CHF BC's chairing service is treated separately (as it isn't tied to virtual meetings) Please review the Fees table under Education services for more information.
 - * Additional practice sessions, where requested by the co-op, are billed at the combined hourly rate of the Consultants involved.
 - * Costs listed are for members only. Non-members, please inquire directly to members@chf.bc.ca. Anticipate costs that are twice those of member rates.
 - * Different sized events will have different needs. A 60 participant AGM would likely need both Host and Technical Support person.
 - * Costs listed are before GST. Invoices will show 5% GST added.
- ** Additional elections (run-offs, or multiple decisions to be polled through secret ballots with dedicated Electronic Voting Platform -- needed for electing board members) would trigger additional fees for use of the dedicated Electronic Voting Platform.