

*More than agendas...  
It's meeting management, and that's better.*

Many city and town boards, committees, and councils rely on paper-based processes to manage their meetings. But with shrinking budgets and resources, there is a need to streamline processes and reduce manual tasks through adopting technology.

To that end, eSCRIBE offers modular, end-to-end meeting management solutions that boost accountability and efficiency, while addressing increasing transparency and accessibility requirements.



## Top Common Challenges:

- Managing late items and approvals
- Meeting accessibility requirements, e.g. ADA, WCAG 2.0
- Addressing transparency mandates
- Inconsistencies and lack of standards
- Limited internal collaboration
- Maintaining manual processes
- Audit and reporting
- Budget/staff cuts

## Use What You Need

eSCRIBE is modular, with each module performing key meeting functions before, during and after the meeting. You buy only what you need, and add functionality as your needs evolve. eSCRIBE also offers turnkey bundles at a discount that solve common business pain points to take the guess work out of the process.

The easy-to-use, single platform reduces complexity. Users are freed to focus on higher-value tasks and projects to better serve their stakeholders.

# End-to-End Meeting Management for Government

## A Microsoft Partner

Built on Microsoft's cloud Azure, customers are assured of unrivaled performance, availability, flexibility, and security.



## Benefits

With eSCRIBE you save both time and money:

### Save Money

- \$18,850 in annual efficiency benefits for a medium sized board
- \$28,800 in potential annual savings
- \$3,350-\$6,650 in annual paper and printing savings

### Save Time

- 7 person hours/meeting saved from meeting preparation tasks
- Reduce human error, improve workflow
- Access centralized information from anywhere through mobile devices

### Improved Accountability & Transparency

- Document meeting outcomes in a template of a trackable system
- Share information transparently with all internal and external stakeholders

### Eco-Friendly

- 100-150 trees saved over 5-years
- Reduce harmful toners, chemicals and waste

*“Before eSCRIBE, everything was done manually. Compiling reports took months, and building a meeting agenda was a two-day process for each committee. Now everything we need is up-to-date and securely available on any device, anywhere.”*

**Danielle Manton, Manager of Election & Committee Service  
City of Burlington**

## Get In Touch for More Information

eSCRIBE understands every organisation is different. Get in touch for a free-of-charge ROI assessment to help quantify the specific benefits your organisation can gain.