

Service Features:

- Security including password protected access and 256 bit encryption using VeriSign Secure Certificates;
- Participant option to receive automatic meeting notifications and modifications;
- Downloading and printing of desired sections or entire documents;
- Public access to designated documents;
- Links to legal documents (goals, policies, statutes) applicable to specific agenda items;
- Simple and advanced searches of archived meeting-related documents (meetings, agenda items, file attachments, actual motions, and notes);
- Ability to insert and review personal notes;
- Editable board calendar displaying future meetings and activities;
- Simple process to record motions, subsidiary motions, and amendments.
- Training and technical support provided by NASB;



How do we learn more? **EASY!**

Simply call NASB (1-800-422-4572) or e-mail Burma Kroger at bkroger@nasbonline.org to arrange a free online or in-person demonstration of the program.

Once you've decided to subscribe and have signed a service agreement, we will establish your eMeeting access and arrange for training for your board and staff.

Subscription fees:

First year - \$2,000

Annually next three years - \$1,000

Your subscription to eMeeting provides:

- Access to the eMeeting service;
- Initial and ongoing training;



NEBRASKA ASSOCIATION OF SCHOOL BOARDS

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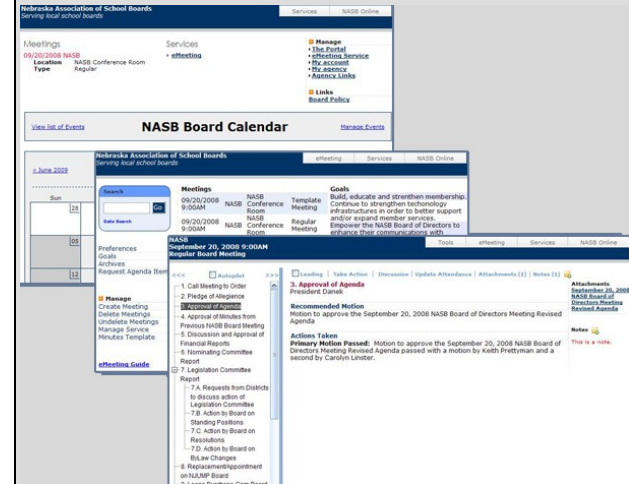
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NEBRASKA ASSOCIATION OF SCHOOL BOARDS

NASB eMeeting Service



More efficient board meetings through technology

Nebraska Association of School Boards

<http://www.nasbonline.org>

Nebraska Association of School Boards eMeeting Service

In this high tech world we live in, streamlining our work is the norm, especially during tight budget times when we are expected to do more with less. Knowing that Boards of Education, too, must find new ways to organize and expedite their work, the Nebraska Association of School Boards has introduced the NASB eMeeting Service.

The eMeeting service enables board members to utilize the latest technology to increase efficiency and reduce expenses. Instant online access to all board packet information gives board members substantially more time to prepare for meetings and has the added advantage of saving money on both paper and postage.

NASB's eMeeting Service offers several features that advance your district's capacity to manage information. Included among these are the online board calendar, the ability to categorize meetings (regular, special, emergency, committee, hearing, etc.), the ability to archive old meetings, and the ability to organize attachments and personal notes.

One of the most useful program features is the ability to conduct an advanced search through all meeting-related documents. This allows board members and administrators to easily locate information from previous meetings, including those that have been archived. There are no more time-consuming, tedious searches through mounds of paper.

The district-specific customized web portal enables the Meeting Manager to:

- Create a meeting agenda, either from scratch or from an existing template;
- Agenda items can be copied from one agenda to another and stored for future use;
- Develop, publish and forward board meeting notices, agendas, related attachments, and minutes to meeting participants;
- Post meeting information that is accessible to the public;
- Create board meeting minutes (to be built dynamically from the meeting agenda during the meeting);
- Create a searchable archive of meeting information.

While the NASB eMeeting Service is a great way for boards to utilize technology, it also accommodates the needs of members who don't have a computer yet or aren't comfortable using one. For example, the board packet can always be printed out and mailed in the traditional manner.

In addition, the program offers the autopilot feature for those who don't want to use a laptop to maneuver through the agenda during a meeting. They can turn on the autopilot and simply watch the screen as the meeting leader clicks through the agenda.

