

## Demo Questions

1. How do you all process your agenda packets currently?
2. What are your pain points with your current process?
3. Are you all looking to go paperless in your meetings? Or are there still members who would like to receive a paper packet?
4. For the members that aren't using paper, how are they accessing their agenda in the meetings?
5. Will you have more than one person compiling your agenda?
6. How many packets do you currently create?
7. How many pages?
8. How are those distributed?
9. Binding process
10. How far in advance do you start to prepare?
11. Reviewing the agenda before, who does that?
12. What is driving you to change your process?
13. How long have you been there?
14. Are there Board committees?