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2 **Resolution Relating to**  
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**RESOLUTION**  
Sponsor(s): Councilor Shannon  
\_\_\_\_\_  
Introduced: \_\_\_\_\_  
Referred to: \_\_\_\_\_  
\_\_\_\_\_  
Action: \_\_\_\_\_  
Date: \_\_\_\_\_  
Signed by Mayor: \_\_\_\_\_

5  
6 PURCHASE OF BOARDDOCS SOFTWARE FOR USE IN  
7 CITY COUNCIL MEETINGS, SUB- COMMITTEE MEETINGS,  
8 AND COMMISSION MEEETINGS  
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12 **CITY OF BURLINGTON**  
13

14 In the year Two Thousand Fourteen.....

15 Resolved by the City Council of the City of Burlington, as follows:

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17 That WHEREAS, the Burlington City Council has previously committed to “paperless” meetings; and  
18 WHEREAS our current system of achieving the goals with the use of PDFs loaded onto the City website  
19 is lacking in “user friendliness” and also time consuming for staff; and

20 WHEREAS, under our current system, archiving ability and searchability is very limited; and

21 WHEREAS, many Councilors have requested that we adopt an improved system and have  
22 specifically referenced BoardDocs as a superior product; and

23 WHEREAS, comprehensive agenda management software such as BoardDocs provides  
24 efficiencies in the structured, uniformed development and administration of meeting agendas, provides a  
25 mechanism to record meeting actions and develop meeting minutes from those recorded actions, provides  
26 users the ability to attach and review support documentation in a concise manner, and provides a web-  
27 based platform for the public to view agendas and meeting materials in a user-friendly manner; and

28 WHEREAS, the City Council President has reviewed 3 different systems with Assistant CAO  
29 Scott Schrader, and Council staff, Lori Olberg; and

30 WHEREAS, after reviewing 3 different meeting hosting systems all 3 participants unanimously  
31 agreed that BoardDocs most effectively met our needs; and

32 WHEREAS the purchase of BoardDocs software will qualify for budget funds as a capital  
33 expenditure to upgrade Information Technologies; and

34 WHEREAS, Councilors have seen a presentation of BoardDocs and expressed satisfaction with  
35 the product as presented, and a desire to move forward purchasing the system; and

36 WHEREAS, it will take approximately 30 days to convert to the BoardDocs system;

37 NOW, THEREFORE, BE IT RESOLVED that the City Council supports the purchase of the  
38 BoardDocs system for use in City Council meetings as well as subcommittee meetings and other City  
39 meetings.