Product Overview

BOARDnetWORK is a fully managed service created especially for Nonprofits Insurance Alliance members.

This customized, web-based resource is a flexible and feature-rich communication tool that will help streamline governance activities while improving the board's function.

Customized User Homepage

- Points out newly added information every time you log in
- Shows upcoming board and committee meetings
- Provides meeting agendas and documents
- Access to the board roster
- Access to many other corporate documents and additional resources

Calendar

- One click on an upcoming meeting opens the entire meeting agenda in HTML format
- Each meeting document is posted inside the agenda
- System automatically creates online PDF format of each document
- Download or print the entire board book with a single click
- Choose from a 12-month or one-month calendar view
- Directors can sync meetings and events to their personal calendars

BOARDnetWORK
A service of Nonprofits Insurance Alliance (NIA).

Document Management

- Four specialized document centers to house important information:
  - ▶ **Board documents:** Meeting minutes, resolutions, archived book, and working documents
  - ▶ **Committee documents:** Specific document libraries for each committee
  - ▶ **Corporate documents:** General purpose documents, including by-laws, policies, procedures, and more
  - ▶ **Hot topics:** Repository of important articles posted by management for the benefit of board and committee members
- Access controls manage exactly what each user can see
- Review a document, post annotations, and issue approvals online
- Assign administrator rights by committee

Roster

- Access to the most current set of contact information for users via the built-in address book
- Address book displays board and committee memberships, allowing the list to be sorted by type

Email Announcement

- Personalized weekly announcements for each user
- Advises of new items posted for review
- Fully automated process

Additional Resources

- News Feed
  - ▶ Nonprofits Insurance Alliance
  - ▶ *Blue Avocado*
- Listing of links to organizations, documents, articles, and other reference information helpful to boards

System Administration

- Powerful set of wizard-based management tools
- Create a custom look by uploading your logo
- Create custom committees
- Create new folders to organize content
- Communicate with board members through a simplified announcement system
- Manage document archiving

Support

- Full product support at no additional cost
- Three options for Help available: toll-free support number, email support, and online call-back request form
- Look up historical items with ease

100% Web-based Application

- 24/7 access from any computer

The Bottom Line in Board Effectiveness

Information Management:

- Instant access
- Improved collaboration
- Intuitive
- Historical perspective

Better Communications:

- Multi-mode distribution
- Automated reminders
- Secure messages

Governance, Transparency and Security:

Governance

- Reminders
- Record retention
- Approvals
- Monitoring
- Built-in compliance

Security

- Protection from unauthorized access
- Encryption
- Data mirrored to second set of servers throughout the day
- Nightly full data backup sent to offsite storage facility

Transparency

- Visibility
- Accountability
- Record-keeping

Advantages for Board Members

- **Enhanced information availability.** Empower more effective participation in decision-making and reduce potential liability.

- **Secure online delivery.** Enjoy more time to review important material prior to meetings.

- **Sharper strategic focus.** Senior management and board members remain on the same page between scheduled meetings, focusing more of the board's time on important issues.

- **Instant access anywhere.** Key documents are available globally, at any time.

Advantages for Administrative Staff

- **Increased productivity.** Minimize the time and effort required to assemble the board book and other documents.

- **Enhanced efficiency.** Web-enabled workflow provides tools needed to quickly and easily keep all members informed and updated.

- **Centralized communications.** Enjoy a streamlined, automated platform for securing approvals, alerting members to upcoming meetings, and managing workflows.

Subscription Service

BOARDnetWORK is a free managed service for Nonprofits Insurance Alliance members.

For more information, contact:
Member Services
800-359-6422 x1727
info@boardnetwork.org

insurancefornonprofits.org/boardnetwork-product-overview

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