



# **Governance Reimagined:** Inside Today's Australian Boardrooms

# Introduction

In today's dynamic business environment, boardrooms across Australia are actively seeking ways to enhance governance and boost productivity. The Governance Reimagined: Inside Today's Australian Boardrooms webinar explored the current state of Australian boardrooms, the critical role that effective board management plays in organisational success, and innovative solutions that can revolutionise governance and boardroom operations.

The webinar also highlighted the benefits of leveraging board management software, equipping participants with practical knowledge and actionable insights to improve governance practices in their organisations.

# History of Australian Boardrooms Before Board Management Software

In the past, Australian boards faced many operational challenges due to the lack of integrated board management tools. Directors were often burdened by manual processes and inefficient administrative tasks, which hampered productivity and decision-making:



**Excessive Time Commitment:** Directors reported spending an additional 10 to 20 hours per week on board-related activities, including preparation, review, and follow-up. Reliance on Paper-Based



**Processes:** Board materials were typically printed and often exceeded 200 pages, with packs sent via courier or mail.



**Security Risks:** Printed copies of board packs posed significant security risks, particularly in the handling of sensitive information.

# History of Australian Boardrooms Before Board Management Software



## **Difficulty Accessing Historical Documents:**

Without centralised document repositories, directors struggled to locate historical records and previous meeting minutes, making it difficult to stay informed.



**Challenges with Last-Minute Changes:** Updating board materials at the last minute was inefficient and difficult to manage.



**Employee Dissatisfaction:** A 2021 report revealed that six in ten workers reassessed their career values, preferring meaningful work. Manual administrative tasks limited their ability to contribute to more impactful projects.

# The Now: Board Management Software

The introduction of board management software has transformed governance operations across Australian boardrooms.



**Adoption Rates:** According to a study by the Australian Institute of Company Directors in 2023, around 90% of ASX-listed companies, 30% of mid-market companies, and approximately 5% of small to medium-sized businesses and not-for-profits are utilising board management software.



**Integrated Tools:** Boards previously used multiple tools such as SharePoint, Google Drive, and Dropbox for document storage, DocuSign for digital signatures, and Zoom or Teams for video conferencing. While these tools worked individually, integrating them into a single platform through board management software has maximised efficiency and centralised operations.

# Key Benefits of Board Management Software

The benefits of board management software extend far beyond replacing manual processes:



## Reduced Paper Usage

Boards reduce their printing by nearly 60,000 pages per year, contributing to both environmental sustainability and cost savings.



## Time Savings

Boards save 50–60% of the time previously spent on creating and sharing board and committee materials.



## Cost Savings

Boards can save up to 90% annually in costs associated with preparing and distributing meeting materials.

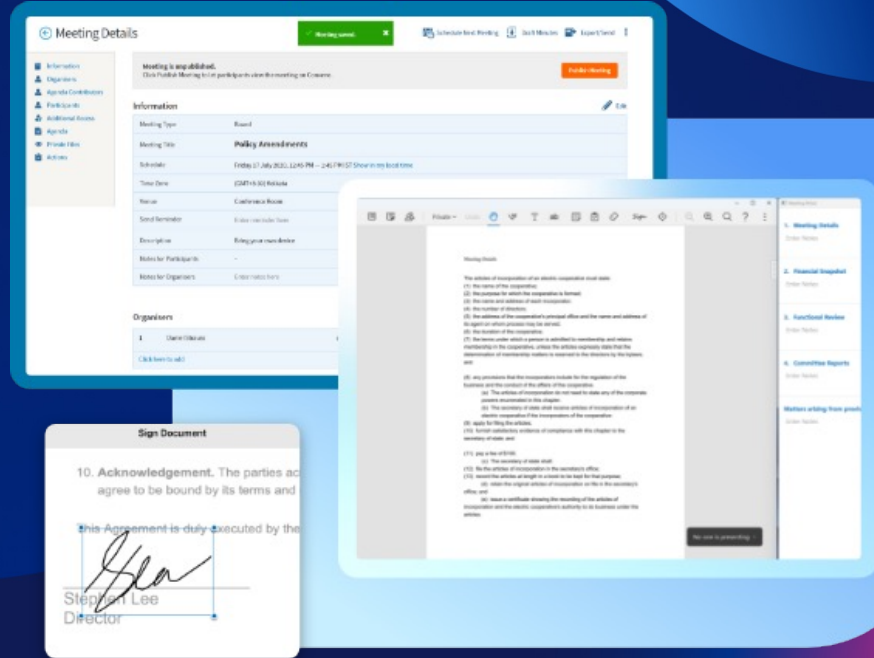


## Increased Transparency

Board portals and dashboards provide real-time access to financial statements, performance metrics, and other critical information, helping both shareholders and stakeholders stay informed.

# Convene Board Management Software Features

Board Management Software is specifically designed to address common pain points in Australian boardrooms, streamlining operations and improving productivity for both administrators and directors.

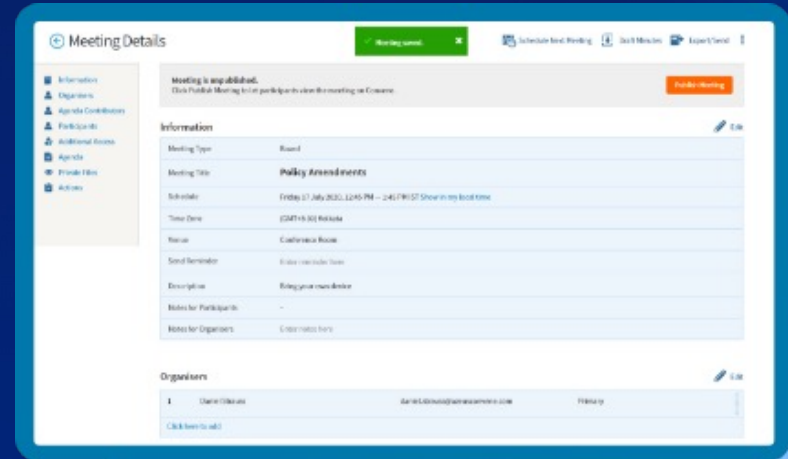


# For Administrators:

## Meeting Creation

**! Pain Point:** Administrators often spend excessive time manually setting up recurring meetings, duplicating agendas and files for different sessions.

**✓ Solution:** Convene allows administrators to easily create multiple meetings with identical agendas and meeting files, reducing manual effort and minimising errors.



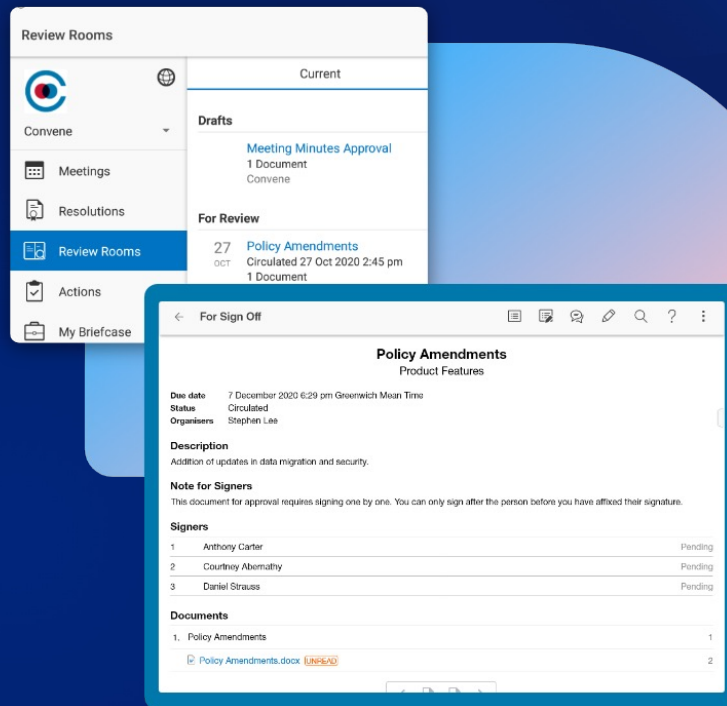


# For Administrators:

## Review Room

**! Pain Point:** Preparing for meetings and reviewing documents consumes significant time, with materials exchanged through lengthy email threads or delayed approvals.

**✓ Solution:** The Review Room feature simplifies document review and approval workflows, enabling boards to collaborate within a unified space, significantly reducing pre-meeting preparation time.

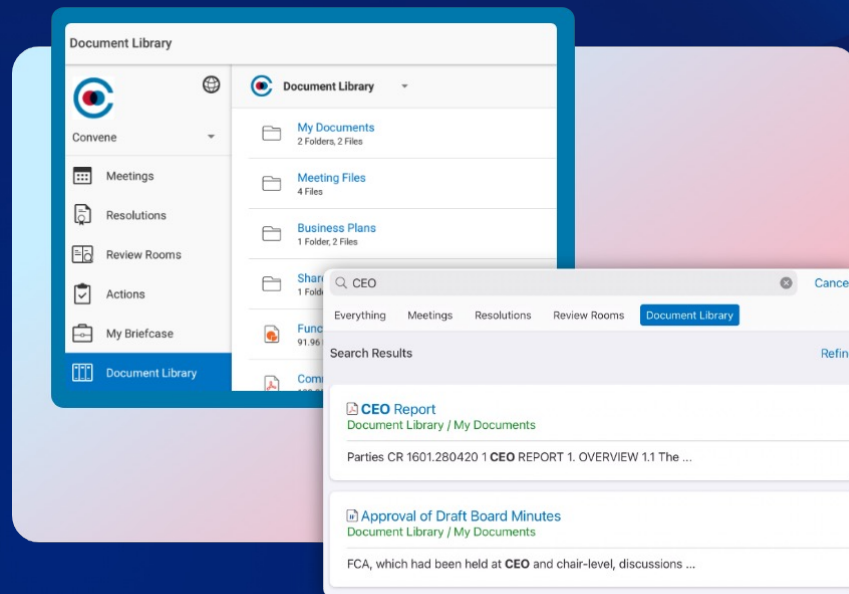


# For Administrators:

## Document Library

**⚠ Pain Point:** Managing and organising large volumes of documents can be a challenge, with files often scattered across different platforms.

**✓ Solution:** Convene's Document Library allows administrators to upload entire folders while retaining their structure, providing an organised, centralised repository for easy access to historical documents.

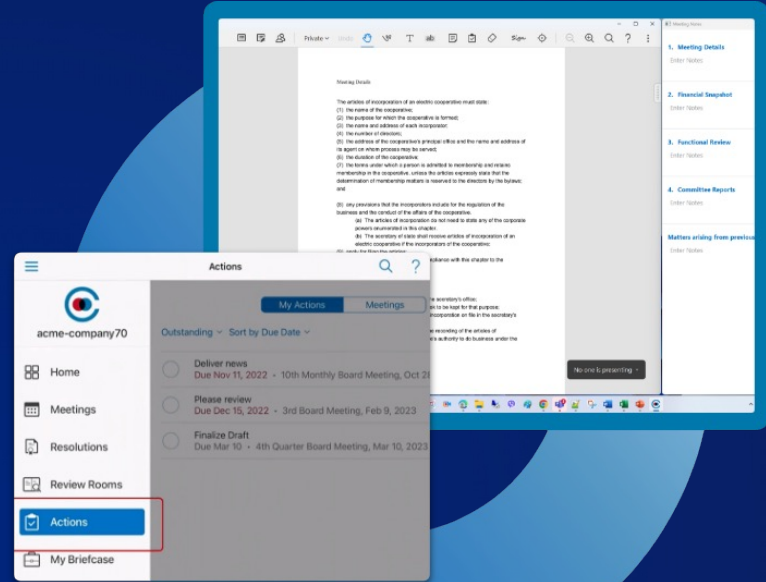


# For Administrators:

## Minutes Management

**⚠ Pain Point:** Capturing meeting minutes accurately and ensuring timely distribution is often difficult, resulting in missed follow-ups.

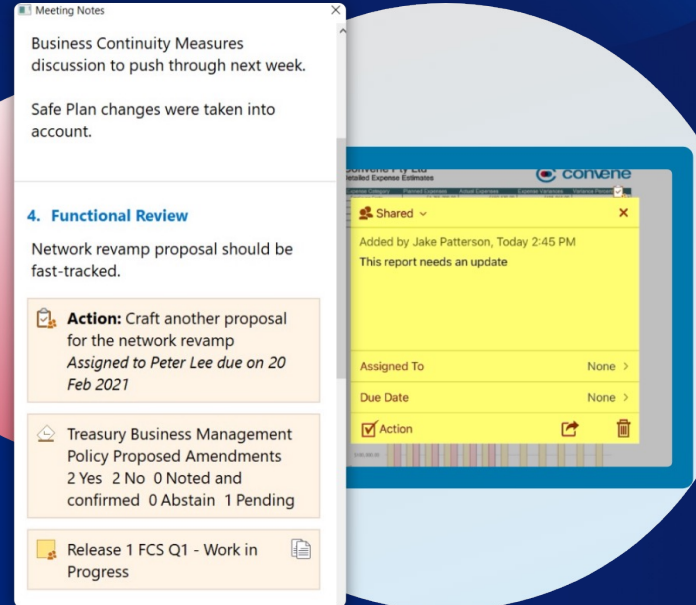
**✅ Solution:** Convene offers customisable minute templates and automated distribution, ensuring that meeting minutes are efficiently recorded, shared, and tracked for follow-up.



# For Administrators:



## Live Edit

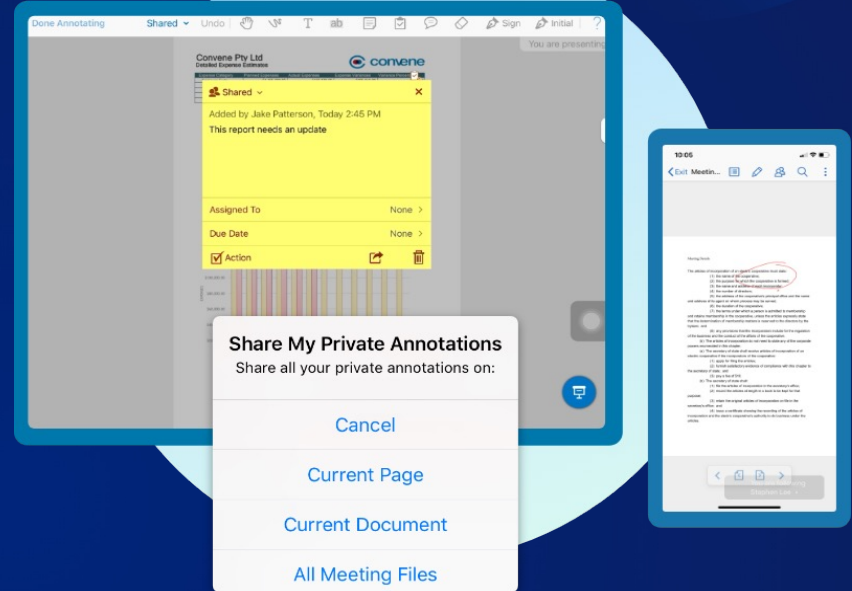
- ❗ **Pain Point:** Making last-minute changes to documents before or during meetings can lead to confusion or version control issues.
- ✅ **Solution:** Convene's live-editing feature allows administrators to make real-time updates directly within the platform, ensuring that changes are instantly accessible to all participants without disruption.



# For Directors:


## Annotation and Live-Meeting Tools


-  **Pain Point:** Directors often struggle to stay aligned during discussions, especially when referring to specific sections of board documents.
-  **Solution:** Convene provides annotation tools and live-meeting features accessible on laptops, desktops, iPads, and iPhones, enabling directors to highlight important points and ensuring alignment during meetings.

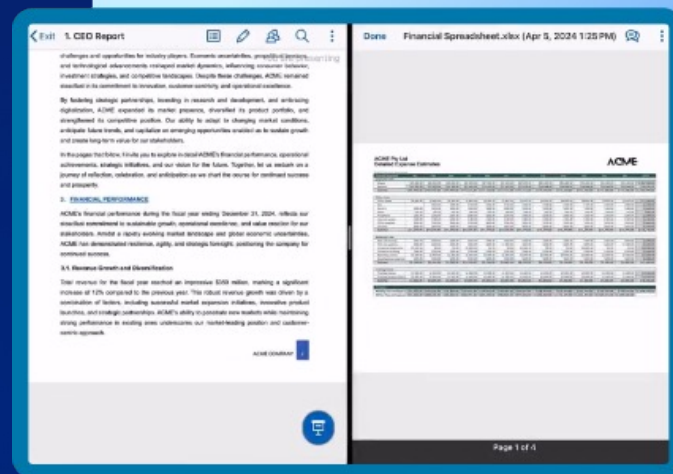


# For Directors:

## Split View

 **Pain Point:** Comparing current and previous versions of board documents, or referencing additional materials during meetings, can be time-consuming and disruptive.

 **Solution:** Convene's Split View feature allows directors to view different versions of documents side by side or reference separate files simultaneously, improving efficiency and ensuring decisions are well-informed.



## **Conclusion**

The future of boardroom operations in Australia is being shaped by the adoption of technology. Board Management Software such as Convene offers a comprehensive solution to long-standing governance challenges, from reducing the manual workload of administrators to empowering directors with tools that enhance engagement during meetings. As more Australian boards embrace board management software, tools like Convene will play a pivotal role in driving greater efficiency, governance standards, and overall productivity.



# Smart, Simple, Secure

## Explore Convvene today!

[Book a demo with us](#)

