



Meeting Operating System
for your Board, Committees and Teams

OWN YOUR MEETINGS,
FROM AGENDA TO MINUTES





Free up to **14 h/month** in your agenda

1st Governance Meeting Management Solution

The first meeting management solution that enables three levels of efficiency: governance, financial and operational.

Beenote helps organizations achieve **governance efficiency** by structuring board and executive committee meetings with its meeting management solution: Beeboard.

Boards, executive committees, and their teams achieve **operational efficiency** through a unique approach to meeting control from agenda to minutes.

Financial efficiency is reached by saving a **minimum of 20% on meeting time**, time that is now available for operations.

“ Since we've been using Beenote, our meetings have ended on time or even ahead of time. In addition, people come prepared.

- Pankaj Singh, Kyoto Technologies”

Your Time Is Important, so Use It Effectively



Governance

Beenote plays a central supporting role in decision making, information sharing and risk management, which comes with good governance.



Safety First

With more than 20 years of providing secure solutions to courts, security has become a natural reflex for us. All your meeting documents are safe with Beenote.



Centralized Meetings

A meeting management tool that allows all the teams of an organization to centralize its documents of meetings in one place.



User-friendly

Easy-to-use with an intuitive visual, the Beenote team is continually working to provide you the best experience.



Paperless Meetings

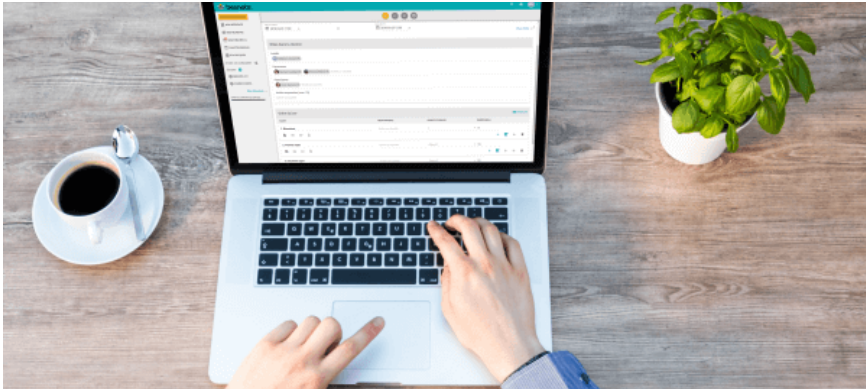
Your documents are always accessible and updated in real time. Using Beenote is above all an eco-responsible gesture.



Improved Collaboration

Beenote achieves its objectives by allowing full collaboration between participants.





Beenote offers you
100% ROI
after 3 months
of implementation

Beenote Main Features



Collaborative Agenda

- ★ Easy Emailing
- ★ Basic Template Available



Quickly Written Minutes

- ★ Collaborative Writing
- ★ Minutes of Meeting Archive



Task Manager

- ★ Post Meeting Follow-Through
- ★ Due Date Notification



Statistics

- ★ Tasks
- ★ Meetings
- ★ Attendees



Integrated Timekeeper

- ★ By Subject
- ★ Overall Time



Voice Recording

- ★ Record all or in part your conversation



Personal Notes

- ★ Notes Management in a Dashboard



Follow-up of Approval Processes

- ★ Access to the latest version of your documents



Integrated to your Corporate Calendar



Task and Decision Register

Work from home as a team on your meeting documents.
During the videoconference, document the most important part, your meeting.

Beenote is available on the device of your choice.



PLANS ADAPTED TO YOUR TEAM NEEDS



Perfect for teams

- Unlimited users / teams / folders
- iOS and Android mobile application
- Integrations available for Antidote, Google and Microsoft 365
- Complete statistics
- Task and Decision Register
- Technical Support

Agenda

- Export in PDF format
- Creation of customized templates
- Duplication and recurrence
- Draft status
- Access logging

During the meeting

- Propose and support a decision
- Personal notes

Minutes of meeting

- Private to team
- Export in PDF format
- Access logging



Complete for boards and committees

- Included Beeteam features
- Private Team

Agenda of the meeting

- Private Library
- Agenda Status: Pending and Approved
- Register of topics to be postponed or covered
- Agenda visible to participants and to the team only
- Agenda Approval Process
- Quorum

During the meeting

- Approval of the previous minutes

Minutes of meeting

- Private to participants

And more to come!

With our integrations to your corporate tools, Beenote adds value to your processes



Security

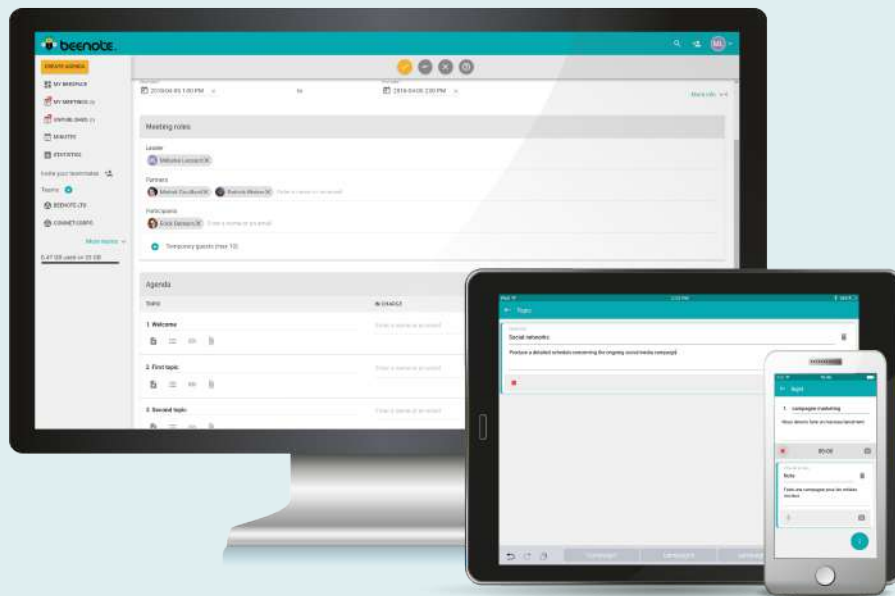
With more than 20 years of providing secure solutions to courts, the creators of Beenote know and understand the importance you put on safety.



Award Winning Solution



More than 6,000 efficient teams use Beenote



For more information or get a demo, CONTACT US
418-830-0495 / sales@beenote.io
Try the free version at beenote.io

