BoardBook®

BoardBook Premier – Program Update March 2025

This document will lay out in broad strokes the changes in our March 2025 update. This document contains references to other documents and videos located on our support page. Our support page can be reached by clicking the blue circle question mark ❓ then choose 'BoardBook Administration and Meeting Management Help'

Here is a list of updates:

Expansion of the capabilities of the Item Requester feature: This adds the option for user(s) to be assigned a new permission 'Requested Agenda Item Approver' as an approval / review step between the requester submitting and the agenda manager receiving the item. Information about the Item Request process can be found on our support page in the document titled 'Agenda Item Requester Process'

New display options for the 'View Meeting Details' screen. These include a full screen mode and the ability to hide some of the menu and footer information. This information will be available on our viewer support page in a document titled View Meeting Details – View Options. This support page can be reached by clicking on the blue circle with the question mark (found at the top of the page) and selecting 'BoardBook Board Member and other Viewer Help'.

Increase the maximum value for password length to 25 characters.

Improve agenda item number formatting in downloaded reports

A number of formatting changes for accessibility were made.

If the Start Time Description is used the weekday is no longer automatically added.

When viewing PDFs within BoardBook the highlight option will not be selected by default.

When adding highlighting or annotations to a document an issue has been fixed where the highlighting or annotation did not appear where expected.

Link to documents from Online Publishing (a policy management and publishing tool) if you have both BoardBook Premier and Online Publishing. This adds a link to a policy document into an agenda item. This link is to a specific version of the policy. As newer versions are available or approved, the link will continue to point to the version of the file that was selected at the time the document was linked. Scrolling down will provide access to newer released versions of the policy.