

**CITY OF GAUTIER  
Business Agenda Item #3  
Fact Sheet**

**Council Meeting:** August 16, 2016  
**Title:** Approval to purchase an Agenda Management Proposal by BoardSync in the amount of \$4,137.00 to increase efficiency and transparency

**Introduced by:**  
**Contact Person/Telephone** Cody Dickerson 497-8000 ext. 316

**Summary Explanation:** Approval of an Agenda Management Proposal by BoardSync in the amount of \$4,137.00 which includes 1<sup>st</sup> year service fee for \$3887.00 and a one-time document importing fee of \$250.00. A fee of \$2,388.00 will come before Council for approval annually to increase efficiency and transparency. This program automates the labor-intensive approval, assembly and distribution of agenda management and minute's management tasks, speeding up agenda process.

**EXHIBITS FOR REVIEW**

Resolution	<input type="checkbox"/>
Ordinance	<input type="checkbox"/>
Contract/Agreement	<input type="checkbox"/>
Minutes	<input type="checkbox"/>
Plan Maps	<input type="checkbox"/>
Order	<input checked="" type="checkbox"/>
Other	<input type="checkbox"/>
Submittal Authorization	City Manager

**Staff Recommendation:**

**Approval**

<b>Motion Made by:</b>													
Gollott	<input type="checkbox"/>	Martin	<input type="checkbox"/>	Jones	<input type="checkbox"/>	Guillotte	<input type="checkbox"/>	Vaughan	<input type="checkbox"/>	Anderson	<input type="checkbox"/>	Colledge	<input type="checkbox"/>

<b>Second Made by:</b>													
Gollott	<input type="checkbox"/>	Martin	<input type="checkbox"/>	Jones	<input type="checkbox"/>	Guillotte	<input type="checkbox"/>	Vaughan	<input type="checkbox"/>	Anderson	<input type="checkbox"/>	Colledge	<input type="checkbox"/>

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Gollott	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At Large	Martin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 1	Jones	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 2	Guillotte	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 3	Vaughan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 4	Anderson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 5	Colledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Action Taken:**

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

**ORDER NUMBER 000-2016**

**IT IS HEREBY ORDERED** by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Agenda Management Proposal by BoardSync in the amount of \$4,137.00 is hereby approved.

**IT IS FURTHER ORDERED** that a fee of \$2,388.00 will come before Council to approve annually for the agenda management software.

**IT IS FURTHER ORDERED** that the City Manager or City Clerk is authorized to execute any and all documents necessary.

Motion was made by **BLANK** seconded by **BLANK** and the following vote was recorded:

**AYES:**

**NAYS:**

---

**MAYOR**

**ATTEST:**

---

**CITY CLERK**

**BLANK** by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of August 16, 2016.