



Memo To: Larry McGhinnis, IT Manager

From: Barb Johnson, Deputy Village Clerk *BJ*

Subject: Legistar and Insite Upgrade

Date: July 20, 2011

The users of Legistar and Lombard's IT Division have recently viewed a demonstration of the Legistar 5 version upgrade and the upgrade of our integration to our Lombard website.

We feel that the benefits to the Village (residents, Officials and staff) offer tremendous opportunities to encourage accountability and improve public trust through heightened transparency.

It is important to first note that the amount of support we will receive will increase to 24/7, 20 minute response time maximum.

Some other considerations follow:

- The layout of the program as well as the layout on the Web is more user friendly
- There will be past agenda packets on the web in addition to the two years there now
- Searches by the Public, Officials and staff will be simplified and more advanced
- Meetings will be easier and more efficient with both Granicus and Legistar on one screen, one click technology
- Attachments will be readily accessible on the web and can be printed out by the public or burned to a CD in PDF format
- Minutes and all documents will be edited in word allowing more formatting flexibility
- Attachments such as Power Points from Meetings will be accessible on the Web
- Agenda and Minutes formats and numbering can remain unchanged

Please consider these enhancements, presented by the Legistar Users Group, when making a decision to upgrade to Legistar 5 and Insite Version 2.0.