

A photograph of two men standing in a cornfield. The man on the left is wearing a red cap and a blue jacket, while the man on the right is wearing a dark cap and a light-colored shirt. They are both smiling and looking towards the camera. The corn plants are tall and green, and the sky is blue with some clouds.

Philip Yates Family Holdings Case Study

PYFH's meetings had always been paper-based and manual, but they realised there must be a more efficient way to manage their board meetings. Participants – specifically the directors – wanted to get rid of the heavy board packs and replace these with a convenient electronic solution on their mobile devices.

PYFH holds board meetings at least 10 times a year. Each meeting is attended by seven directors, four independent professional directors, one independent professional chairman, and a number of other participants, such as the CEO and stakeholders. Considering that every participant received a board pack around 200 pages long for every board meeting, this meant that PYFH used at least 22,000 pages for board packs annually. That's not to mention the resources used for printing, binding, indexing, and couriering, which all took a full working day to accomplish. In a year, that's 10 working days spent on preparing for board meetings alone.

Intuitive and User-Friendly

PYFH wanted a user-friendly solution given that it was their first time to adopt new technology for their board. Thus, they appreciated how they didn't encounter any issues, challenges, or learning curves when they first tried Convene. They found Convene to be straightforward, simple, and self-intuitive, just like they hoped their chosen tool would be.

According to CFO Jason Morris, with Convene, "Papers can be easily uploaded, published, updated and re-ordered. They can also be easily downloaded and converted into sorted and referenced meeting packs." He also mentioned that using Convene simplified the administration of board meetings, lessened time and effort associated with it, and reduced printing and paper use.

PYFH considered Diligent BoardBooks, but eventually chose Convene for its lower price point and recommendations from various organisations in both Australia and New Zealand. They also like Convene's sound security features, which were key considerations in PYFH's selection process.

Philip Yates Family Holdings (PYFH), through Gentech Seeds Pty Limited in Australia and Genetic Technologies Limited in New Zealand, is the licensed producer-distributor of Pioneer Brand Products. The Board of PYFH has been using Convene since June 2017 for their meetings.



"Convene [is] very simple and intuitive. Papers can be easily uploaded, published, updated and re-ordered. Papers can also be easily downloaded and converted into sorted and referenced meeting packs. The use of Convene has simplified the administration of board meetings and reduced time and effort associated with same, along with a reduction in printing and paper use."



11
board meeting
participants

×



200
page board pack
per person per meeting

×



10
annual
meetings

= PYFH saves **22,000** sheets of paper
per annum

Features

Award winning security

- Multi-factor authentication
- Document encryption on server and on device
- Real time decryption
- Remote data wipe on lost devices

Manage all stages of your meeting

Plan your meetings

- Attach documents to agenda items
- Control access & permission to files
- Digitally amend and distribute board packs

Engage your participants

- Start remote meetings
- Have real-time interactive presentations
- Lock participants' screens to the presentation
- Vote on items and approve documents

Follow-up easily

- Send a meeting summary immediately
- Track actions after the meeting
- Review previous meetings and documents

Quarterly upgrades

Convene is updated every quarter. An upgrade is done when it is convenient for the client.

Streamlined Meetings

Board pack distribution had been a struggle for PYFH back when they did everything manually. As mentioned, it took them a whole day to get everything ready prior to using an electronic solution. But with Convene, it takes only a few minutes and clicks to collate files, export them into one digital board pack, and distribute copies instantly, including updates. Their whole process is now streamlined – and directors don't need to carry heavy board packs anymore.

Currently, PYFH uses Convene mostly for meeting preparation. Their board meetings are held in person, so there's still no need for them to use the remote meeting functionality. However, Morris says the need may arise, so they're looking forward to explore Convene's other features in the future.

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