Online Voting – 2.5.0

StrataMax has been dedicated to meeting the needs of Strata Managers for over 30 years through the continual enhancement of our software suite. We are committed to providing new functionality to support you in servicing your clients and to provide opportunities for you to optimize efficiency within your office environment.

This document describes exciting new features and enhancements available in the above release.

A history of Release Notes can be reviewed on the StrataMax Online Help

THE COMPLETE STRATA MANAGEMENT SOLUTION

StrataMax StrataCash TRATAPAY

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What's New

This major release of the Online Voting system introduces the ability to mark a motion as secret and to ensure that these motions are handled with integrity and anonymity within Meeting Hub, VoteMax and during Document Generation.

Please note: To take advantage of these enhancements you will need to be using BCMax version 5.6.83 and the latest template versions.

1. Secret Vote or Secret Ballot?

A motion which is to be voted on and determined in secret will be identified as either a secret vote or secret ballot within the Online Voting system.

'Secret Vote' will be used for the following types of motions:

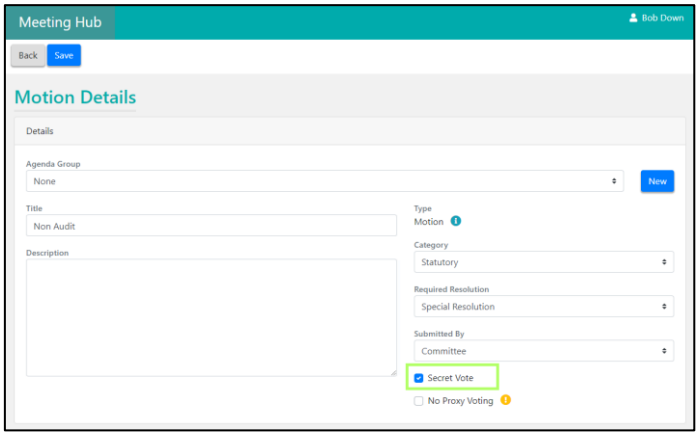
- Motion
- Motion with alternatives
- Vote on options only
- Same-Issue motions

'Secret Ballot' will be used for committee elections.

2. Creating and Updating Secret Votes and Secret Ballots

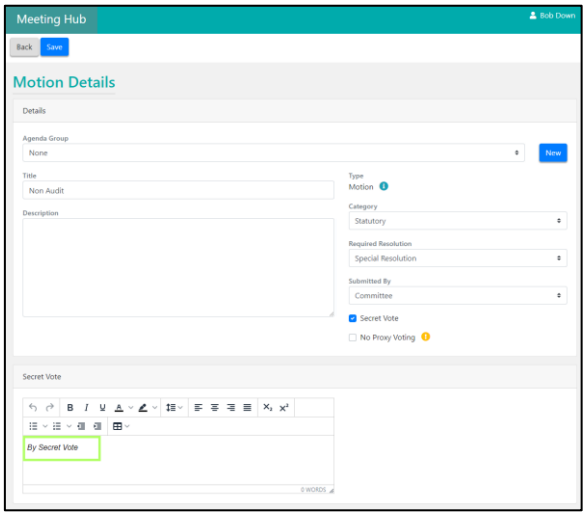
A motion can be marked as requiring a secret vote / secret ballot by selecting the newly enabled 'Secret Vote' or 'Secret Ballot' checkbox on either the Standard Motion Details or Motion Details pages.

Please note: Meeting Hub does not currently support marking a Group of Same-Issue Motion or motions in a Committee Meeting as requiring a secret vote / secret ballot.

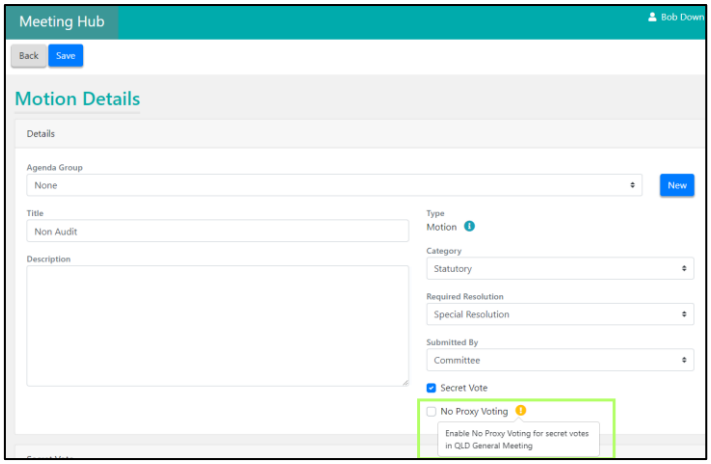


Once the 'Secret Vote' or 'Secret Ballot' checkbox has been selected, a Strata Manager will be able to specify a secret voting message which will be used to identify secret votes / secret ballots throughout the Online Voting system including in Meeting Hub, VoteMax and during Document Generation.

Please note: If the message is not updated the default value of 'By Secret Vote' or 'By Secret Ballot' will be used throughout the Online Voting system.



If the secret vote / secret ballot has been created for a General Meeting in Queensland, the Strata Manager will be prompted to select the 'No Proxy Voting' checkbox.



While minor amendments can be made to motions requiring a secret vote / secret ballot they are unable to be amended once the meeting has progressed to any of the following statuses:

- Notice Issued
- Reconvened Meeting

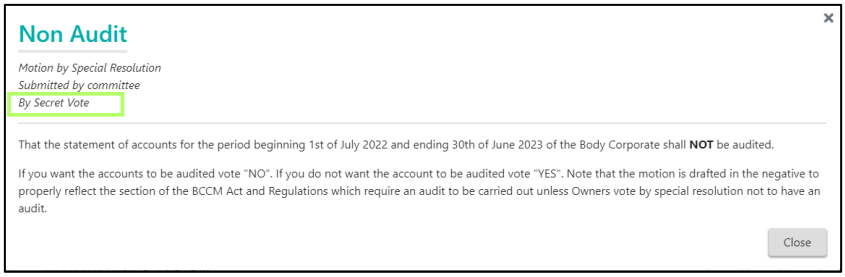
- Meeting in Progress
- Meeting Held
- Minutes Issued

Please note: The secret vote / secret ballot checkbox is unable to be updated if the meeting has received any voting declarations.

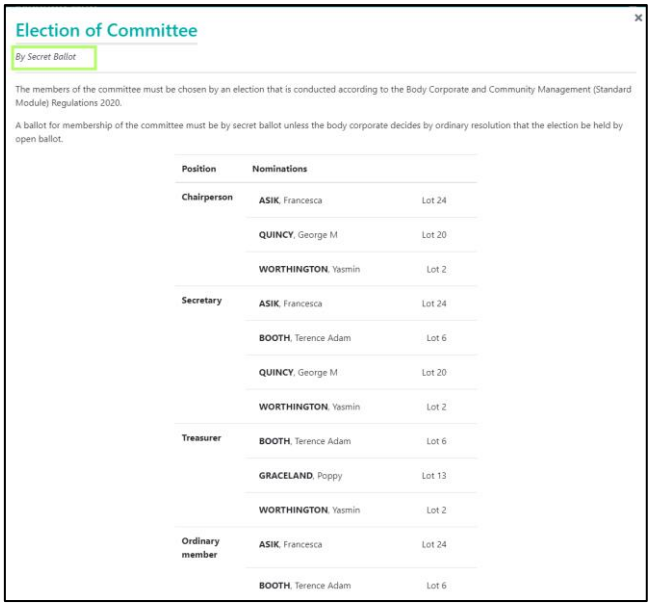
3. Secret Votes and Secret Ballots throughout Meeting Hub and VoteMax.

Motions requiring a secret vote / secret ballot are identified via the use of the secret voting message or the text 'By Secret Vote' or 'By Secret Ballot' throughout Meeting Hub and VoteMax.

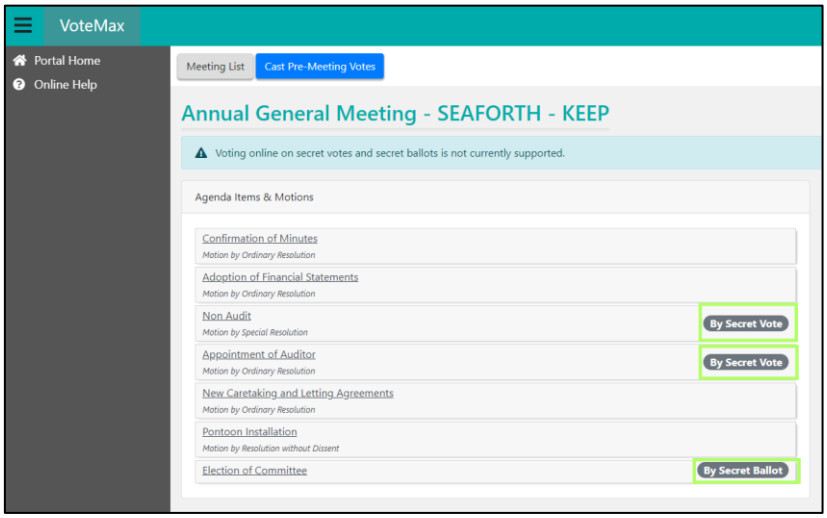
Example: The View Motion Popup showing the secret voting message for a motion.



Example: The View Motion popup showing the secret voting message for a committee election.

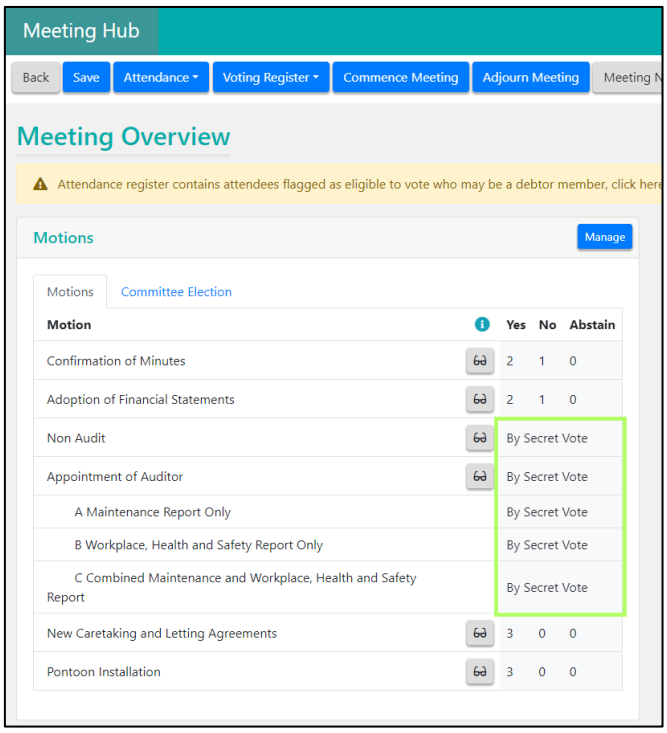


Example: Secret votes and secret ballots identified on the VoteMax Meeting screen.



Example: Secret votes on the Meeting Overview.

Please note: Any totals that might disclose an individual's vote will now be replaced with the text 'By Secret Vote' or 'By Secret Ballot'.

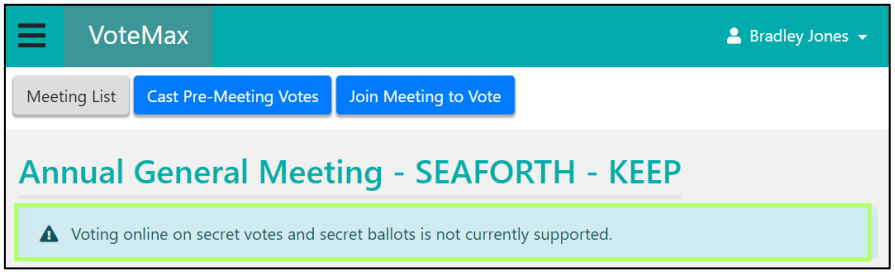


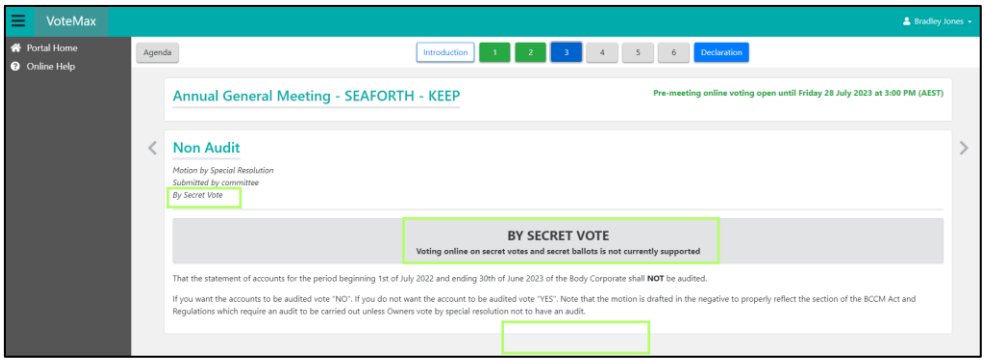
4. Voting on Secret Votes and Secret Ballots.

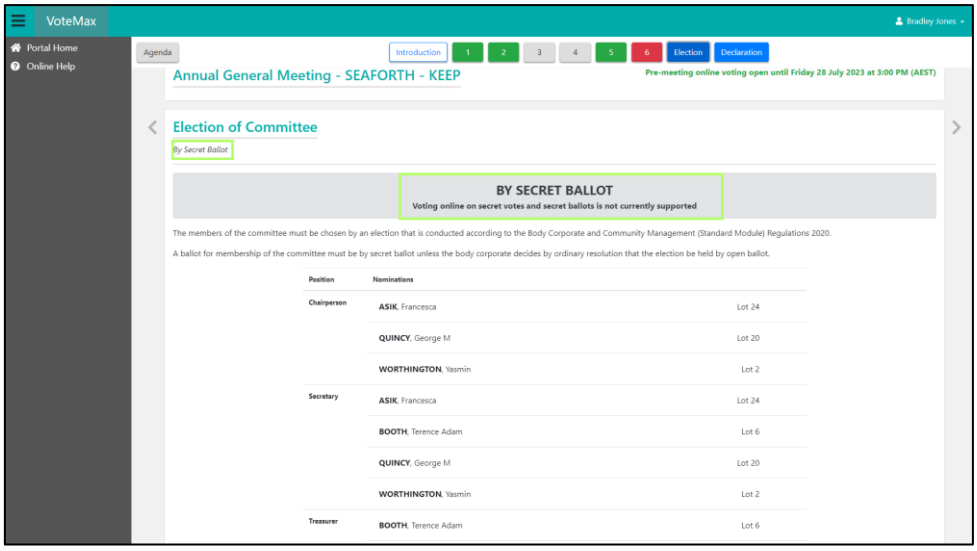
To ensure the anonymity of voters, pre-meeting and in meeting votes for motions requiring a secret vote / secret ballot are unable to be captured per attendee in Meeting Hub or VoteMax.

4.1 VoteMax

In VoteMax, voters will be advised that they are unable to vote online for motions requiring a secret vote / secret ballot. In addition, the voting buttons for these motions or committee elections have been removed.

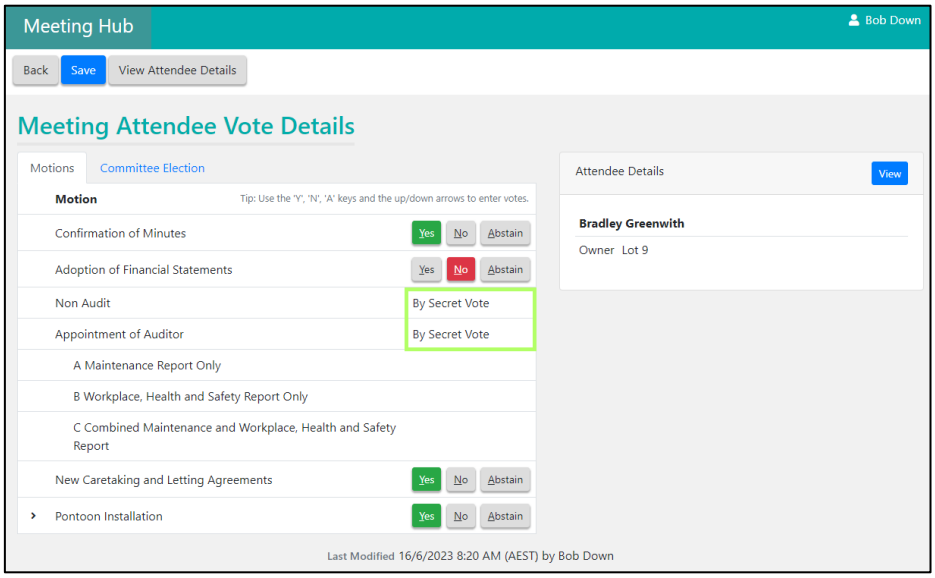


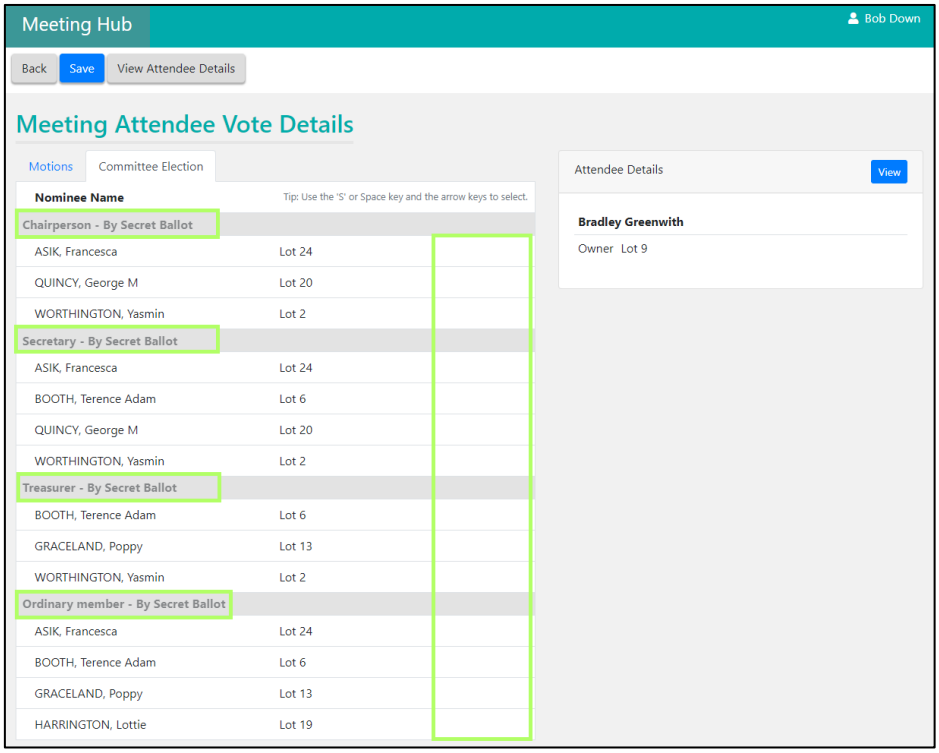




4.2 Meeting Hub – Pre-Meeting Voting

Strata Managers entering pre-meeting votes via the Meeting Attendee Vote Details screen will be unable to add voting responses for secret votes or secret ballots. Voting buttons have been replaced with the text 'By Secret Vote' or 'By Secret Ballot'.



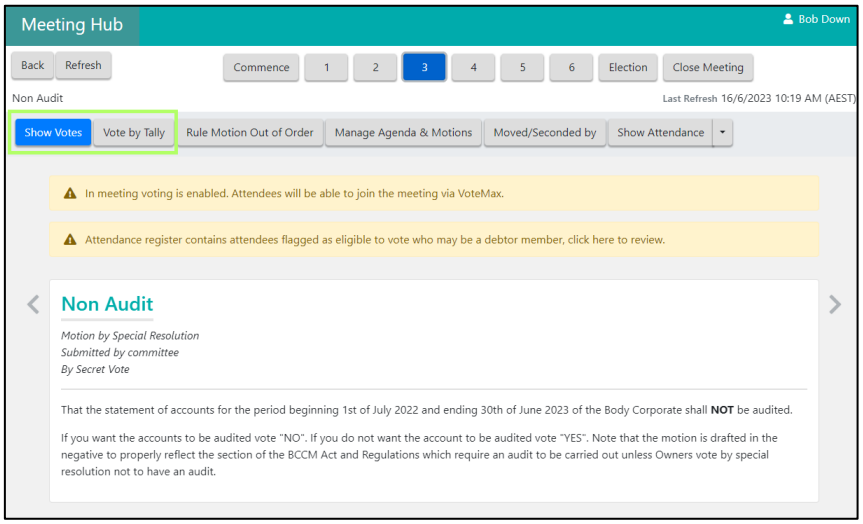


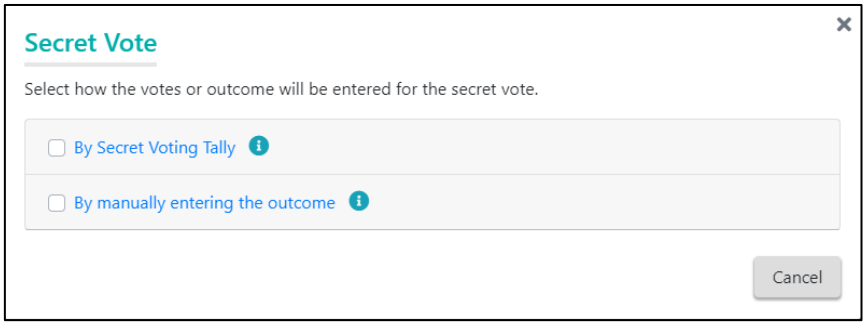
4.3 Meeting Hub – In Meeting Voting

Please Note: Votes for a motion requiring a secret vote / secret ballot are unable to be captured per attendee.

Capturing the vote count and determining the outcome of a secret vote / secret ballot is completed using the new 'Secret Vote Tally' or 'Secret Ballot Tally'.

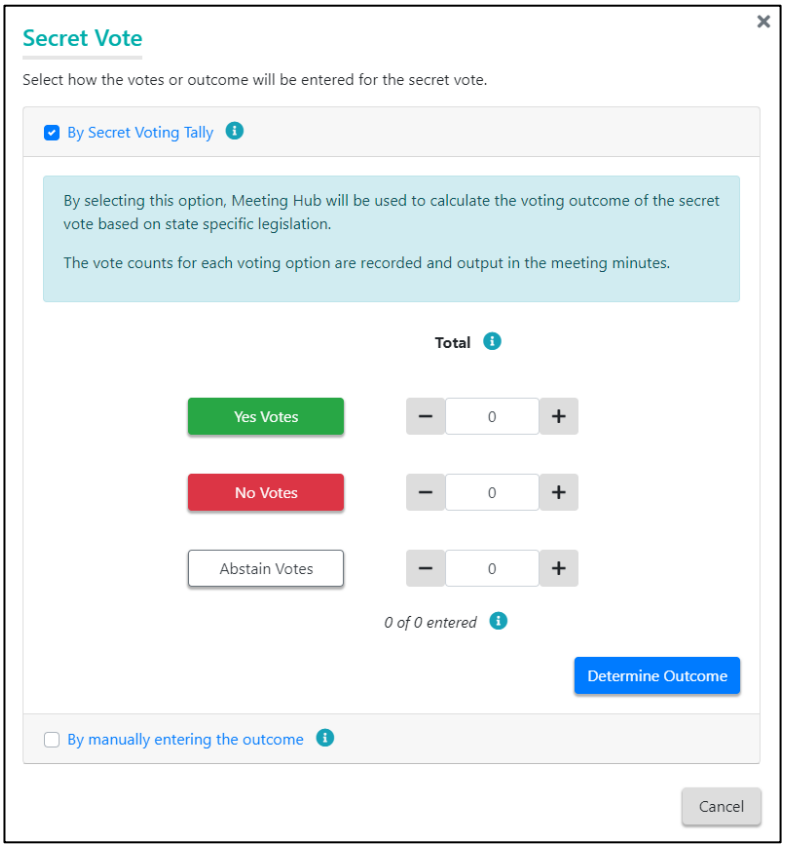
The tally is accessed by selecting the 'Show Votes' or 'Vote by Tally' buttons while in meeting.



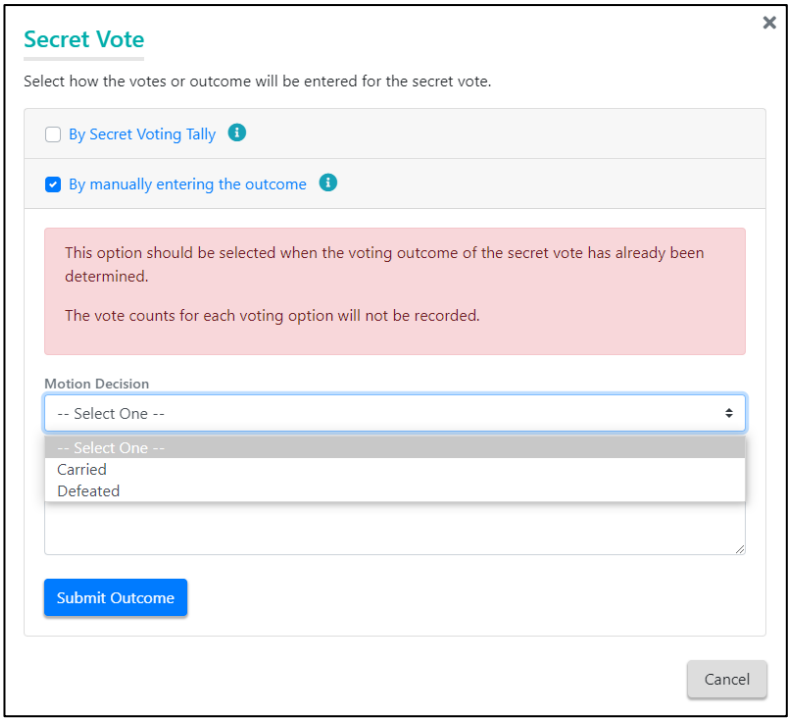


A Strata Manager can choose one of the following:

1. Use the tally to record the vote count for each voting option. The result will then be determined by Meeting Hub.



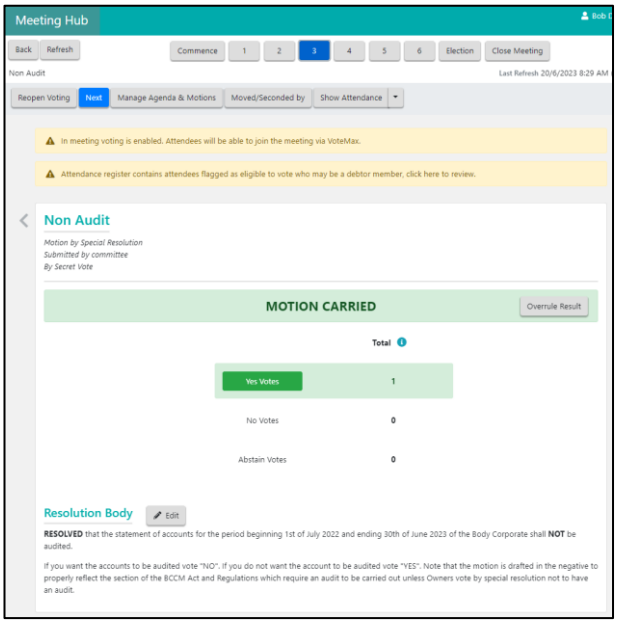
2. Manually enter the outcome for the motion.



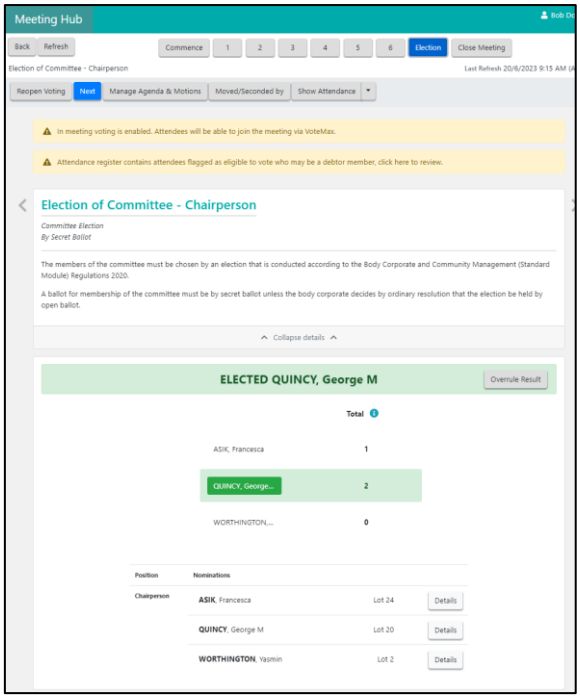
5. Outcomes of a Secret Vote or Secret Ballot.

The Motion Summary screen has been modified for motions requiring a secret vote / secret ballot. The screen will continue to display the outcome of the motion and the totals for each voting option however the totals will not be broken down by pre-meeting and in meeting votes.

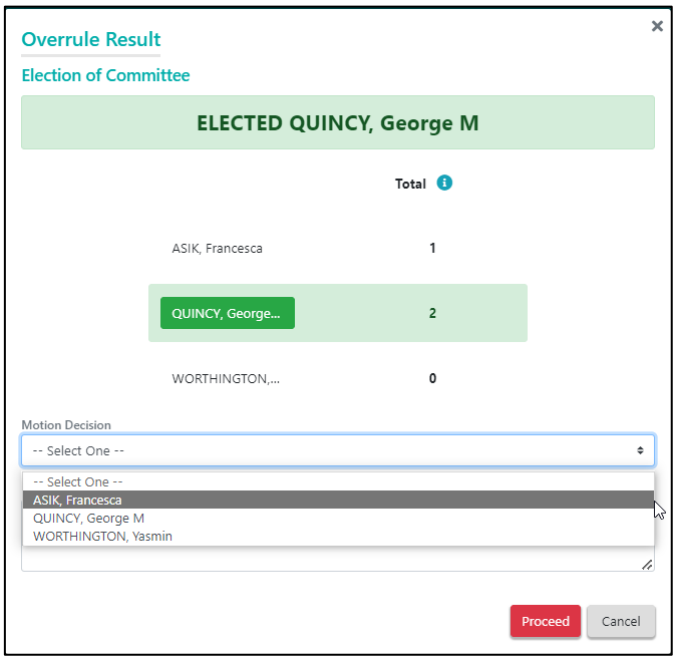
Example: Voting outcome of a motion requiring a secret vote



Example: Voting outcome of a committee election requiring a secret ballot.

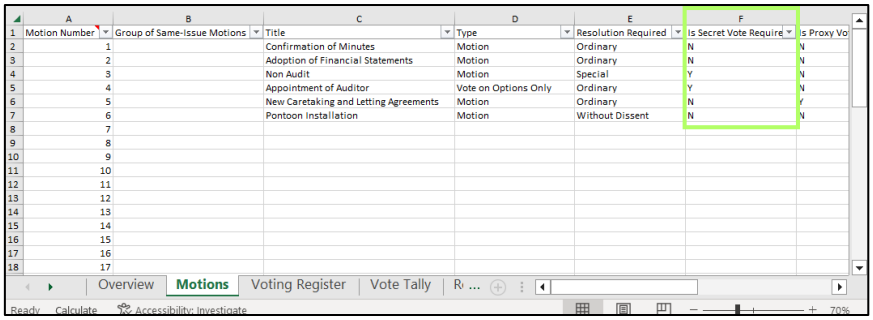


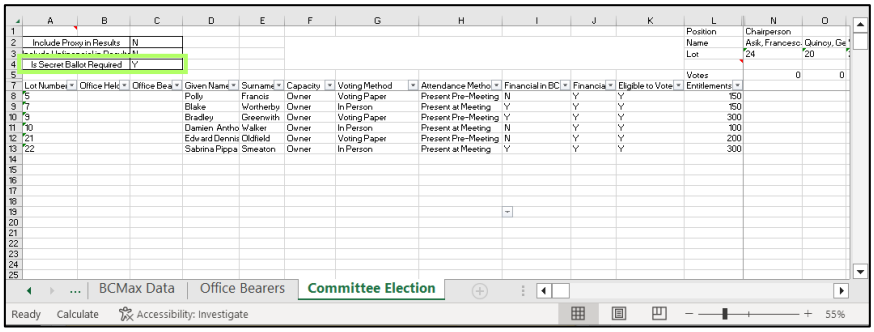
Voting outcomes continue to be able to be overruled if required. The Overrule Result popup has been adapted to only show the total number of votes per voting option if the motion or committee election requires a secret vote / secret ballot.



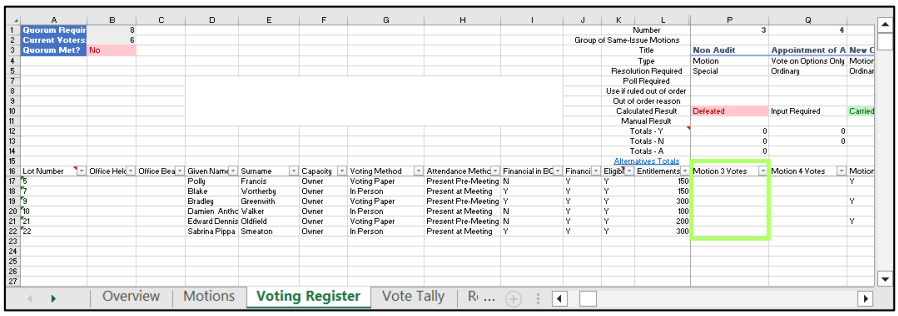
6. Offline Voting Register

The Offline Voting Register has been adapted to allow motions requiring a secret vote to be easily identified in the Motions and Committee Election tabs.



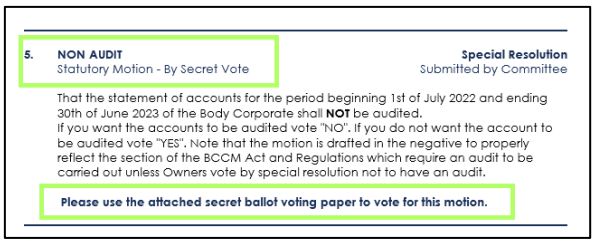


Please note: Voting responses for motions or committee elections requiring a secret vote / secret ballot are not captured for individual voters, therefore the voting count for these motions will appear blank.



7. Document Generation

Modifications have been made to the Meeting Notice template to indicate motions and committee elections that require secret votes / secret ballots.



5. **NON AUDIT**
Statutory Motion - By Secret Vote

Special Resolution
Submitted by Committee

That the statement of accounts for the period beginning 1st of July 2022 and ending 30th of June 2023 of the Body Corporate shall **NOT** be audited.
If you want the accounts to be audited vote "NO". If you do not want the account to be audited vote "YES". Note that the motion is drafted in the negative to properly reflect the section of the BCCM Act and Regulations which require an audit to be carried out unless Owners vote by special resolution not to have an audit.

Please use the attached secret ballot voting paper to vote for this motion.

ELECTION OF COMMITTEE
Secret Ballot for
SEAFORTH - KEEP CTS 99851A
MEETING DATE & TIME Friday 30 June 2023 at 12:00 PM

A ballot for the committee is only required if there are multiple candidates for a particular position.

A proxy cannot be used for the election of committee.

CHAIRPERSON (Ballot Required)

Nominee Name	Status	Nomination By Details	Payment Conditions
Harold Thomas Barnaby	Owner	Self-Nominated	Nil
Gerrie Kleinfield	Owner	Self-Nominated	Nil

SECRETARY (Ballot Required)

Nominee Name	Status	Nomination By Details	Payment Conditions
Bruce Ekselston	Owner	Self-Nominated	Nil
Gerrie Kleinfield	Owner	Self-Nominated	Nil

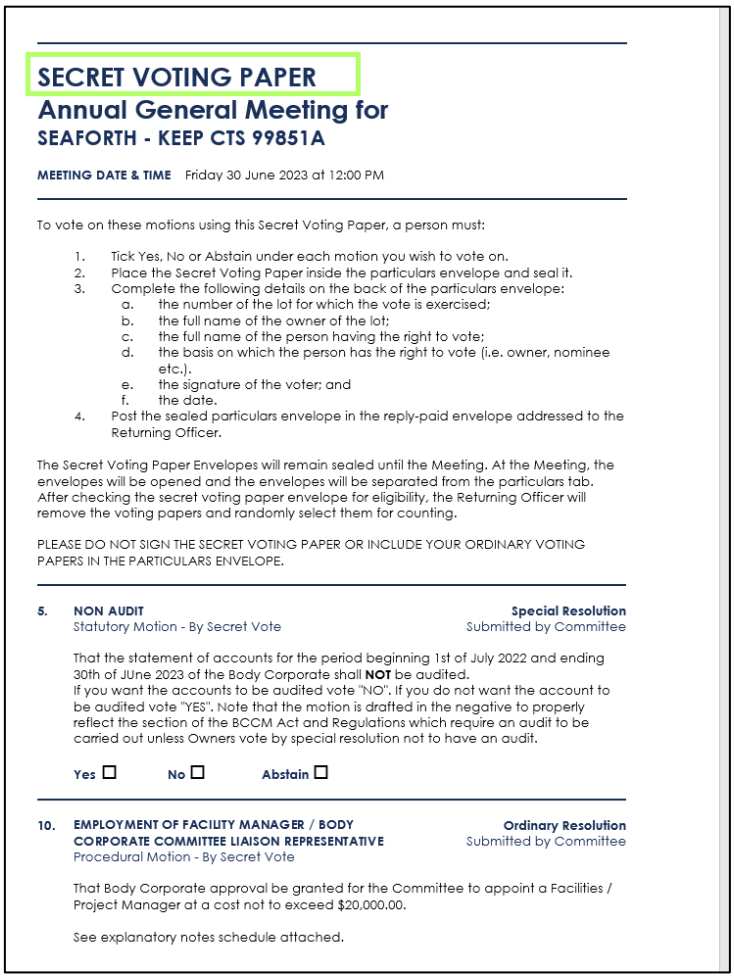
TREASURER (Ballot Required)

Nominee Name	Status	Nomination By Details	Payment Conditions
Harold Thomas Barnaby	Owner	Self-Nominated	Nil
Bruce Ekselston	Owner	Self-Nominated	Nil
Gerrie Kleinfield	Owner	Self-Nominated	Nil

ORDINARY COMMITTEE MEMBERS

Nominee Name	Status	Nomination By Details	Payment Conditions	
Harold Thomas Barnaby	Owner	Self-Nominated	Nil	
Bruce Ekselston	Owner	Self-Nominated	Nil	Elected Unopposed
Lindsay Nottingford	Owner	Self-Nominated	Nil	Elected Unopposed

A 'Secret Voting Paper' has been introduced in the Meeting Notice, that will only contain those motions that have been flagged as requiring a secret vote.



SECRET VOTING PAPER

Annual General Meeting for
SEAFORTH - KEEP CTS 99851A

MEETING DATE & TIME Friday 30 June 2023 at 12:00 PM

To vote on these motions using this Secret Voting Paper, a person must:

1. Tick Yes, No or Abstain under each motion you wish to vote on.
2. Place the Secret Voting Paper inside the particulars envelope and seal it.
3. Complete the following details on the back of the particulars envelope:
   a. the number of the lot for which the vote is exercised;
   b. the full name of the owner of the lot;
   c. the full name of the person having the right to vote;
   d. the basis on which the person has the right to vote (i.e. owner, nominee etc.).
   e. the signature of the voter; and
   f. the date.
4. Post the sealed particulars envelope in the reply-paid envelope addressed to the Returning Officer.

The Secret Voting Paper Envelopes will remain sealed until the Meeting. At the Meeting, the envelopes will be opened and the envelopes will be separated from the particulars tab. After checking the secret voting paper envelope for eligibility, the Returning Officer will remove the voting papers and randomly select them for counting.

PLEASE DO NOT SIGN THE SECRET VOTING PAPER OR INCLUDE YOUR ORDINARY VOTING PAPERS IN THE PARTICULARS ENVELOPE.

5. NON AUDIT — **Special Resolution**
Statutory Motion - By Secret Vote — Submitted by Committee

That the statement of accounts for the period beginning 1st of July 2022 and ending 30th of JUne 2023 of the Body Corporate shall **NOT** be audited.
If you want the accounts to be audited vote "NO". If you do not want the account to be audited vote "YES". Note that the motion is drafted in the negative to properly reflect the section of the BCCM Act and Regulations which require an audit to be carried out unless Owners vote by special resolution not to have an audit.

Yes ☐ **No** ☐ **Abstain** ☐

10. EMPLOYMENT OF FACILITY MANAGER / BODY CORPORATE COMMITTEE LIAISON REPRESENTATIVE — **Ordinary Resolution**
Procedural Motion - By Secret Vote — Submitted by Committee

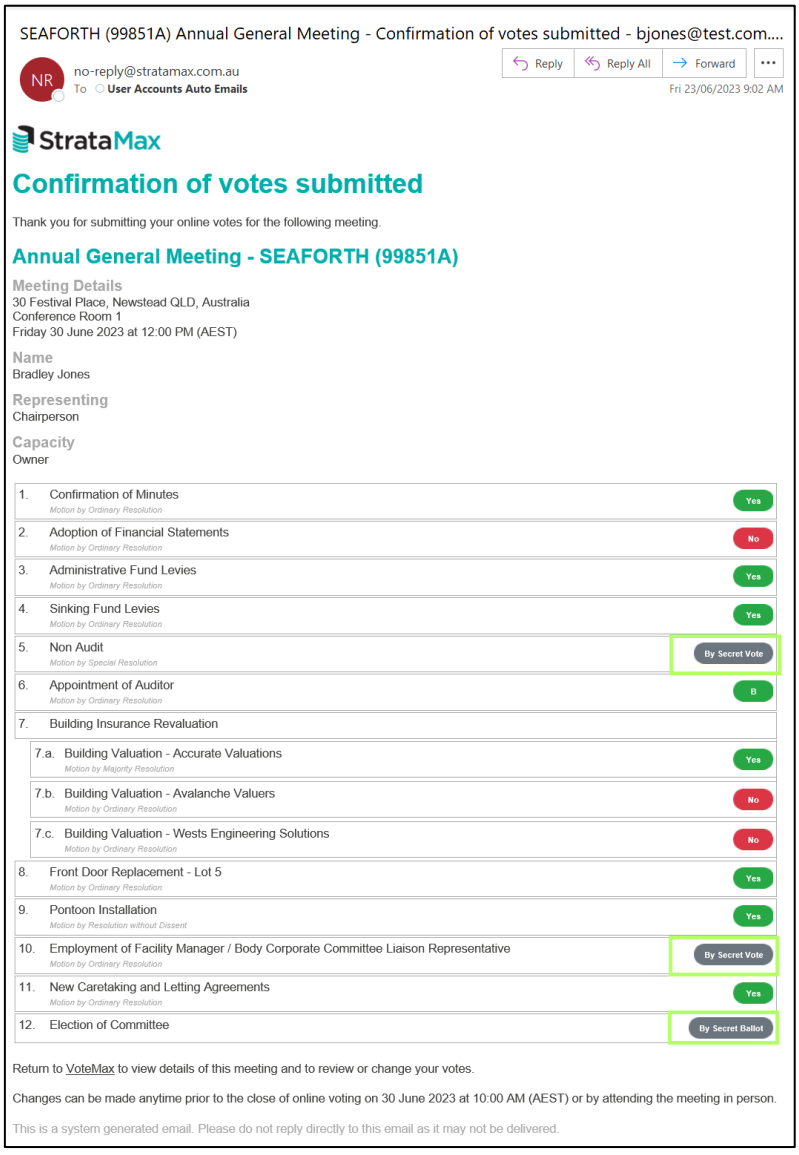
That Body Corporate approval be granted for the Committee to appoint a Facilities / Project Manager at a cost not to exceed $20,000.00.

See explanatory notes schedule attached.

Please note: For this initial release, the Secret Voting Paper and the Secret Ballot Paper will need to be separated from the rest of the Meeting Notice prior to distribution.

8. Voting Confirmation Email

Voters will notice a slight change with the Voting Confirmation email, with motions and committee elections that require a secret vote / secret ballot being marked as such.



SEAFORTH (99851A) Annual General Meeting - Confirmation of votes submitted - bjones@test.com....

Reply | Reply All | Forward

NR no-reply@stratamax.com.au
To User Accounts Auto Emails
Fri 23/06/2023 9:02 AM

StrataMax

Confirmation of votes submitted

Thank you for submitting your online votes for the following meeting.

Annual General Meeting - SEAFORTH (99851A)

Meeting Details
30 Festival Place, Newstead QLD, Australia
Conference Room 1
Friday 30 June 2023 at 12:00 PM (AEST)

Name
Bradley Jones

Representing
Chairperson

Capacity
Owner

1.	Confirmation of Minutes *Motion by Ordinary Resolution*	Yes
2.	Adoption of Financial Statements *Motion by Ordinary Resolution*	No
3.	Administrative Fund Levies *Motion by Ordinary Resolution*	Yes
4.	Sinking Fund Levies *Motion by Ordinary Resolution*	Yes
5.	Non Audit *Motion by Special Resolution*	By Secret Vote
6.	Appointment of Auditor *Motion by Ordinary Resolution*	B
7.	Building Insurance Revaluation	
7.a.	Building Valuation - Accurate Valuations *Motion by Majority Resolution*	Yes
7.b.	Building Valuation - Avalanche Valuers *Motion by Ordinary Resolution*	No
7.c.	Building Valuation - Wests Engineering Solutions *Motion by Ordinary Resolution*	No
8.	Front Door Replacement - Lot 5 *Motion by Ordinary Resolution*	Yes
9.	Pontoon Installation *Motion by Resolution without Dissent*	Yes
10.	Employment of Facility Manager / Body Corporate Committee Liaison Representative *Motion by Ordinary Resolution*	By Secret Vote
11.	New Caretaking and Letting Agreements *Motion by Ordinary Resolution*	Yes
12.	Election of Committee	By Secret Ballot

Return to VoteMax to view details of this meeting and to review or change your votes.

Changes can be made anytime prior to the close of online voting on 30 June 2023 at 10:00 AM (AEST) or by attending the meeting in person.

This is a system generated email. Please do not reply directly to this email as it may not be delivered.