

Casting Votes

Last Modified on 25/11/2024 10:38 am AEST

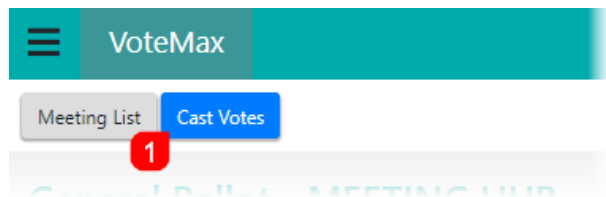
If your body corporate or owners corporation allows for electronic voting before or at meetings, VoteMax can be used on a smart device or laptop.

Your manager will set a time frame where votes can be cast, declared or amended prior to the meeting.

First things first, in order to access VoteMax, you will need to have a StrataMax Portal Account. If you do not have one, take a look at the [Create a StrataMax Portal Account](#) article to find instructions on how to create one.

Vote on a Motion

1. After logging into VoteMax and clicking the active meeting, click the *Cast Votes* button to start casting your votes in VoteMax.



2. In the *Introduction* screen, confirm your details and use the drop-down menu to select the *Capacity* in which you are representing this lot or lots. If you own more than one lot and you have added the lots to your StrataMax Portal Account; you will only be required to vote once as your votes will be submitted for all lots detailed under *Representing*.
3. Then click the *Proceed* button.

VoteMax A Strata

Agenda Introduction 1 Declaration

General Ballot - MEETING HUB

Online voting closing in 23 hours and 13 minutes

Introduction

Important voting instruction:
To submit your votes on any of the motions contained in this meeting you must accept the voting declaration and press the 'Declare Votes' button on the declaration page.
Please note: When votes are declared, a confirmation of your votes will be emailed to you automatically.

Name
A Strata

Representing
Lot 1

Capacity

- Owner
- Select One --
- Owner
- Company Nominee
- Mortgagee
- Power of Attorney
- Other Authorised Representative

Proceed

4. Select your vote for the Motion by clicking the *Yes*, *No*, or *Abstain* buttons.
5. If there are any attachments in the motions, they can be downloaded by clicking on their respective links.

VoteMax John Smith

Agenda Introduction 1 2 3 4 5 6 Declaration

Annual General Meeting - TRAINING LEVIES

Online voting open until Thursday 30 May 2019 at 11:00 AM (AEST)

Approval of last meeting minutes

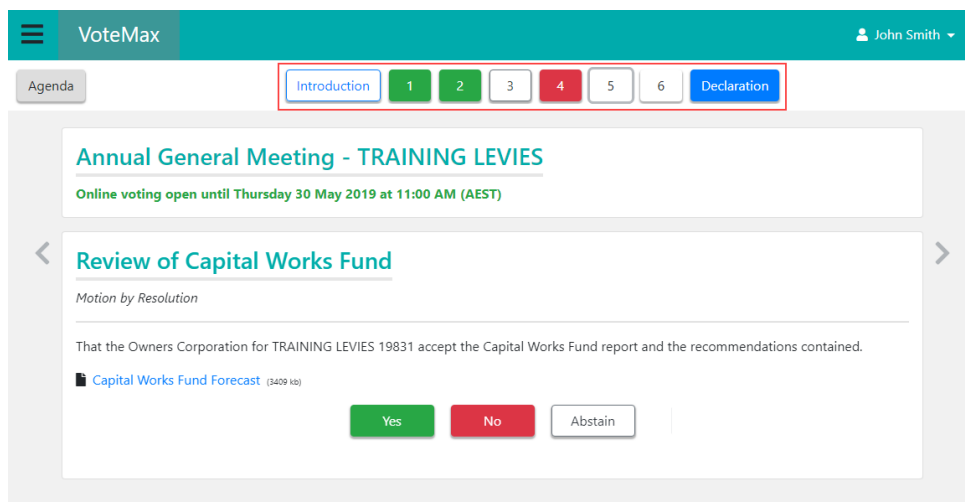
Motion by Resolution

That the Owners Corporation confirms that the minutes of the last General/Strata Committee Meeting held on is a true account of the meeting.

2019.05.10 AGM Minutes (405.5kb)

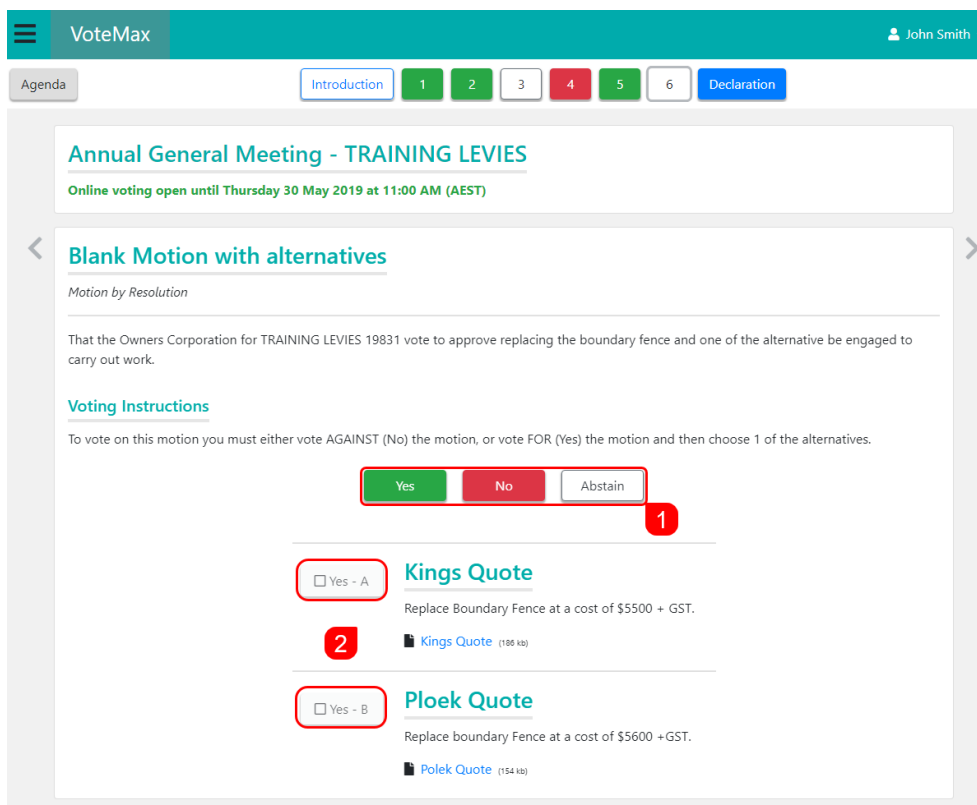
Yes No Abstain

6. As you cast your vote for each motion, the numbered motion buttons at the top of the screen will change colour to green for Yes, red for No, or white with a blank outline for *Abstain*.



Vote on Motions with Alternatives

A *Motion with Alternatives* is where you must (1) vote Yes, No, or Abstain and then (2) vote for one other option. Voting No or Abstain will not require you to select one of the additional options.



Vote on Options Only

A *Vote on Option Only Motion* requires you to only vote on one of the options presented to you. Only one option can be chosen and as soon as you click the option, the screen will proceed to the next Motion.

The screenshot shows the VoteMax web application interface. At the top, there is a teal header with the 'VoteMax' logo and a user profile 'A Strata'. Below the header is a navigation bar with 'Agenda', 'Introduction', '1', and 'Declaration' buttons. The main content area is titled 'General Ballot - MEETING HUB' and includes a notice: 'Online voting open until Friday 15 November 2019 at 5:00 PM (AEST)'. The central focus is a 'Vote on Options Only' motion, which is a 'Motion by Ordinary Resolution'. The motion body contains 'Explanatory Notes' and 'Voting Instructions'. Below these, there are three options to vote on, each with a checkbox and a description: 'This is Option 1', 'This is Option 2', and 'This is Option 3'. The checkboxes for all three options are highlighted with red boxes.

Committee Election

When casting votes for a Committee Election, you must chose a *Nomination* for each Committee *Position*.

1. Click the *Details* button next to the *Nomination* to display any additional information about the Nomination.

VoteMax A Strata

Agenda Introduction Election 2 3 Declaration

General Ballot - MEETING HUB Online voting closing in 8 hours and 15 minutes

Committee Election Motion

This is the Body of the Committee Election Motion.

Explanatory Notes
These are the Explanatory Notes for the Committee Election Motion.

Voting Instructions
These are the Voting Instructions for the Committee Election Motion.

Position	Nominations
Chairperson	<input checked="" type="checkbox"/> ANDERSON, Alfred Details
	<input type="checkbox"/> BROWN, Bert Details
	<input type="checkbox"/> CARTER, Colin Details

2. Select a Candidate for each *Position* as required.

Ordinary member	<input type="checkbox"/> ANDERSON, Alfred Details
	<input type="checkbox"/> BROWN, Bert Details
	<input checked="" type="checkbox"/> CARTER, Colin Details

Proceed

3. Click the *Proceed* button.

Secret Ballots

It is not currently possible to cast votes in VoteMax for secret ballots or secret votes. Please refer to instructions with the motion for guidance on how to cast your votes on these types of motions.

Changing your Votes

You can change your votes at any time - even after declaring them - as long as it is within the voting window period. Follow the below to change your vote.

1. In the meeting information screen, click the *Cast Votes* button.
2. Click the *numbered button* for the appropriate motion.
3. Then click the *Change* button.

4. Change your vote.
5. Once you have changed all required votes, click the *Declaration* button.
 - If you declared them previously, a warning prompt will be displayed to confirm that you wish to

declare your votes again.

Vote Declaration

Once you have voted on all the motions, you will need to declare your votes.

1. Tick the voting declaration tick box.
2. Then click the *Declare Votes* button.
 - If you declared them previously, a warning prompt will be displayed to confirm that you wish to declare your votes again.

The screenshot shows the 'VoteMax' interface for a 'General Ballot - MEETING HUB'. The top navigation bar includes a menu icon, the 'VoteMax' logo, and a user profile 'A Strata'. Below the navigation bar, there are buttons for 'Agenda', 'Introduction', 'Election', '2', '3', and 'Declaration'. The main content area is titled 'Declaration' and contains a 'Voting Declaration' section. The declaration text reads: 'I declare that I am authorised to vote in the capacity stated below and that my votes will be recorded for the following lots. I acknowledge that my attendance will be noted as 'by electronic vote', and will contribute to the meeting quorum.' Below this text are fields for 'Name' (A Strata), 'Representing' (Lot 1), 'Capacity' (Owner), and a list of motions with their respective voting options. The motions listed are 'Committee Election Motion' (with options for Chairperson: ANDERSON, Alfred; Secretary: BROWN, Bert; Treasurer: BROWN, Bert; Ordinary member: CARTER, Colin), 'Painting of Complex' (Motion by Ordinary Resolution, No), and 'Vote on Options Only' (Motion by Ordinary Resolution, A). A red '1' is placed over a checked checkbox, and a red '2' is placed over the 'Declare Votes' button.

3. The browser window will now return you to the Meeting list, and all owners of your lot will receive an email with a confirmation of the votes you have submitted.

SEAFORTH (99851A) Annual General Meeting - Confirmation of votes submitted - [REDACTED]



no-reply@stratamax.com.au
To: User Accounts Auto Emails

Reply Reply All Forward

Fri 23/06/2023 9:02 AM



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