

Meeting Hub Secret Ballots & Votes

Last Modified on 28/04/2026 11:18 am AEST



Coming soon, stage two of secret ballots and votes in *Meeting Hub* will focus on the collection of votes while ensuring such votes remain anonymous and providing returning officers with the required information. Some of the functions that will be available are detailed below.

Returning Officer Details

- Identifying whether a meeting requires a Returning Officer
- Create a new Returning Offices on the fly, or select from existing Returning Officers
- System validation based on included motions
- Automated reports emailed to Returning Officer

Returning Officer

Meeting requires returning officer

Returning Officer

Select Returning Officer... New

Voting Online

- New VoteMax setting to enable Secret Voting
- Ability to allow online voting for Secret Ballots and Secret Votes

VoteMax Settings [Confirm use of default values](#)

Show in VoteMax with voting ▾

Enable Pre-Meeting Voting

Voting Open Date and Time

14/4/2026 : PM ⓘ

Voting Close Date and Time

14/6/2026 : AM ⓘ

Enable In Meeting Voting

Enable Committee Election Voting in VoteMax

Enable Secret Voting in VoteMax

Annual General Meeting - THE CRESCENT - KEEP Pre-meeting online voting open until Friday 24 April 2026 at 10:00 AM (AEST)

5. Appointment of Caretaker Agreement

*Motion by Ordinary Resolution
Submitted by committee
By Secret Vote*

BY SECRET VOTE

That the body corporate [redacted] caretaking agreement entered into with [redacted] Caretaking PTY LTD dated 15th July 2023, pursuant to the Body Corporate and Community Management Act 1997:

Attendance Register

- A new view to assist with managing votes vs managing attendees

Attendance Register Quorum 2 of 44 required

▲ There are inconsistencies in an attendees financial status Set all attendees financial status to match their financial in BCMMax status

Filter...

Add Unlisted Manage Votes Show: Attendees Unconfirmed Selected All

Given Name	Surname	Capacity	Lot	Unit	Attendance Method	Voting Method	Votes	Financial in BCMMax	Financial	Eligible for Open Votes	Eligible for Secret Votes
[redacted]	[redacted]	Company Nominee	1	6A	Present Pre-Meeting	Voting Paper	[redacted]	No	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
[redacted]	[redacted]	Owner	2	6B	Present Pre-Meeting	Voting Paper	[redacted]	No	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
[redacted]	[redacted]	Company Nominee (Committee Member)	50	18C				No			
[redacted]	[redacted]	Owner (Secretary/Treasurer)						No			

- New columns to distinguish if an attendee is eligible to vote on open and secret votes along with the ability to record reasoning
- New merge fields for meeting documentation based on secret votes

Add Secret Voting Exclusion Reason

Attendee to be updated (1 Record)

[redacted]
Company Nominee - Lot 1

Reason

Other

Other Reason

Enter the reason for excluding the attendees votes

Proceed

Cancel

Secret Vote Collection

- New Secret Vote Collection tally for in meeting management
- Voting responses are stored so that confidentiality is maintained

Meeting Hub | Craig Jeffcoat | MAXSOFT BETA MAX005

Back Refresh Attendance Register Commence 1. 2. 3. 4. 5. 6. **7.** Close Meeting

Craig - Termination of Caretaker Agreement | Last Refresh 17/4/2026 8:40 AM (AEST)

Hide Votes Rule Motion Out of Order Manage Agenda & Motions Moved/Seconded by Attendance Manage Votes

⚠ This motion does not allow proxy votes. Attendees votes may be excluded from the vote count.

Secret Vote Collection

	VoteMax	In Meeting	Total
Yes Votes	0	7	7
No Votes	0	3	3
Abstain Votes	0	0	0
Rejected Votes	0	2	2

12 of 12 entered

Manually Enter Outcome Determine Outcome Cancel

7. Craig - Termination of Caretaker Agreement

Motion by Ordinary Resolution
Submitted by committee
No Proxies - Secret Ballot

Additional Interface Changes

- Offline and Online Voting Registers to identify if secret votes have been cast