

# Meeting Hub Secret Ballots & Votes

Last Modified on 17/04/2026 10:48 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

5. Termination of Caretaker Agreement

Motion by Ordinary Resolution  
Submitted by committee  
By Secret Vote

BY SECRET VOTE

That the body corporate terminates the caretaking agreement entered into with Bangall Caretaking PTY LTD dated 15th July 2023, pursuant to the Body Corporate and Community Management Act 1997, on the basis that:

- a) the caretaker was served with a remedial action notice dated 22nd November 2025 identifying breaches of the caretaking agreement; and
- b) the caretaker has failed to remedy those breaches within the time required under the notice; and
- c) the body corporate is therefore entitled to terminate the agreement.

Yes No Abstain

## 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 BCMax status

Filter...

Add Unlisted
 
 Manage Votes
 Show: Attendees Unconfirmed Selected All

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

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 <sup>1</sup> | In Meeting <sup>1</sup> | Total <sup>1</sup> |
|-----------------------------|----------------------|-------------------------|--------------------|
| Yes Votes                   | 0                    | 7                       | 7                  |
| No Votes                    | 0                    | 3                       | 3                  |
| Abstain Votes               | 0                    | 0                       | 0                  |
| Rejected Votes <sup>1</sup> | 0                    | 2                       | 2                  |

12 of 12 entered <sup>1</sup>

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