

Archers, the Strata Professionals [Archers] offer online voting through the StrataVote platform. StrataVote provides a compliant electronic system as prescribed by the *Body Corporate and Community Management Act 2020 [the Act]* and has optimised security to ensure compliance and data integrity over the platform.

StrataVote facilitates electronic voting on any voting outside a committee meeting issued [VOCs or flying minute] and for general meetings [meetings]. Owners electing to receive documentation electronically will have the ability to vote online by using a unique voting link attached to your lot [unique voting link].

Owners electing receipt of documentation through post, will not have the ability to vote online. Should you wish to change your method of delivery, please either email us at [info@abcm.com.au](mailto:info@abcm.com.au) or change through the owners portal authorising us to amend your preferences.

### Receiving your unique voting link

Your unique voting link will contain a link to provide the ability to view:

- meeting agenda or VOC;
- any attachments; and
- an electronic voting paper complete with an explanatory note (where required)

on a computer, smartphone or tablet.

### Pre-voting | submitting your votes prior to the meeting

You can cast and submit your votes prior to the meeting through your unique voting link:

[Please click here to Vote](#)

### Open and secret ballots

Welcome Notice	Agenda	Attachments	Voting Paper
1 Minutes	Ordinary Resolution		
<i>Statutory Motion Submitted by Committee</i>			
That the minutes of the last general meeting held on 3rd of February 2021 be confirmed.			
<input type="radio"/> YES <input type="radio"/> NO <input type="radio"/> ABSTAIN			

To cast the vote, select: **Yes, No or Abstain** to all motions on the agenda.

Once you have completed the voting paper you can either **Submit or Save**. An email with your submitted voting paper will be issued shortly after you have submitted your votes.

For secret ballots, the returning officer has a unique log into the system and will be the only person able to review the votes. StrataVote manage the returning officer accounts, independent of Archers.

Prior to the meeting, you can revisit and reviewed prior to submitting. If you do not submit your vote prior meeting it will not be counted.

### **Changing your pre-submitted vote**

Should you wish to change your vote, prior to the pre-meeting cut off time, you can do this electronically by returning to your meeting invitation email, selecting the voting link again and voting by following the instructions above. Alternatively, you can attend the meeting in person and change your vote in person prior to the motion being declared passed or lost.

### **Conduct of secret ballots**

Returning officers have a separate StrataVote account and the votes for secret ballots are redirected to the returning officer. The returning officer will collate and enter all paper and electronic votes into the system and once complete the ballot has been declared the results will be transferred. Secret ballots votes can be changed or withdrawn electronically at any time prior pre-voting cut off time, alternatively you can attend the meeting in person to withdrawn vote

If you would like more information on the StrataVote platform, please feel free to contact your Strata Community Manager.

### **Live remote voting at the meeting**

Archers can offer live remote voting at your general meetings using StrataVote Anywhere. If your scheme has elected to use this option a useful guide will be provided in the email you receive with the links to voting online and joining the meeting remotely.