PropertyIQ™ Strata

Release Notes Version 180.0-181.2

August 2019

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SUMMARY

RECEIPTING

1. **Manual Deposits- Receipts.** When printing receipts for manual deposits that were received by cheque, the payment method was incorrectly showing as *direct* when printing a trust receipt. This has now been fixed.

BUILDINGS

2. **Building Card>Registers tab – *Unregistered Bylaws*** There is now an additional option under the Registers tab to record Unregistered Bylaws. You can include *Unregistered By Laws* when you are printing registers.
3. **Building Card>Info tab>Committee>Merge function**. When merging correspondence to the committee and selecting *Preview* prior to generating the mail merge, an issue was occurring that would cause an error or show an incorrect PDF file. This has now been fixed.

DIARY

4. A change has been made in the behaviour of notes in the diary and diary reports.

   If a note has *Complete* status it does not show in the diary. It will only show in the Notes tab of the relevant card where it was created. E.g. lot card, building card, work order card etc.

   If a note has *Pending status* it shows in the Diary at the date and time that is entered on the Note. They are visible in all modes – whether month, week or day mode.

   Notes with Pending status show as a 30 minute event by default

   Work Order - If you enter an estimated completion date for a work order, a reminder is automatically created for that date. If you have entered an estimated completion date for a work order and then remove the estimated completion date, of if you delete the entire work order, the reminder is removed from the Diary

   Work order – quotes close date. If you enter a quotes close date, a reminder is automatically created for that date. If you have entered a quotes close date and remove the quotes close date from the work order, or if you remove the quote request from the work order, the reminder is removed from the diary.

These changes affect upcoming events /items as well as existing items/events.

MEETINGS

5. **Meeting types – all buildings.** A new meeting type has been created called ***First AGM*.** This meeting type is available when creating or editing a meeting from the meeting card. You can also now create or edit motions in the motions library to be standard motions for this new meeting type. There are now new standard merge template types available for First AGM notice and minutes. **Note:** you will need to create this template by going to File>Templates>Standard Merge Templates, selecting *New* and then selecting the template type *First Annual General Meeting Notice* for your state, and *First AGM Minutes* notice for your state

6. **Meeting types – for buildings in Tas, Vic, NSW, SA, NT, ACT**. The meeting type "Extraordinary General Meeting (EGM)" has been replaced with the meeting type "General Meeting (GM)" for buildings in these states/territories. There is no change for buildings located in QLD and WA. The change shows when selecting the meeting type from the dropdown list on the meeting card and on all reporting associated with that meeting. The existing EGM templates for notices and minutes now show under the types *General Meeting Notice (Your State*) and *General Meeting Minutes Notice* (*Your State)* The name of each document has not changed. You may need to modify your template content to reflect any changes you want to make.

GENERAL

7. **Available balance calculation.** An issue where the available bank balance showing on the supplier payments screen was showing incorrectly if you had edited an invoice, has now been fixed. If you have edited a supplier transaction and then click List Invoices on the supplier payments screen, the correct available balance now shows.
8. **Queensland buildings - Generate Data Source from Lot Owners screen,** an internal server error was occurring If you selected *Generate data source* from the lot owners screen for a building that comprises 2 lots but is not set as a two lot scheme. This has now been fixed.

9. **Application Settings - Annual levy notices** – change of behaviour. The generation and sending of Annual levy notices is as follows:

   If both "Email Annual levy Notices" and "Include Annual Levy Notices with Minutes" are ticked, the behaviour is:

   - When you accept the budget the Annual levy notice document is saved to each lot owner card
   - When you accept a budget, an Annual levy notice is generated in PDF format in the job centre on the right of your screen for lots that receive notices by post and an Annual levy Notice is emailed to those lots that receive notices by email.
   - The Annual Levy Notice is included as the first page when generating Minutes for an AGM (Provided the budget has been accepted prior to the generation of the minutes

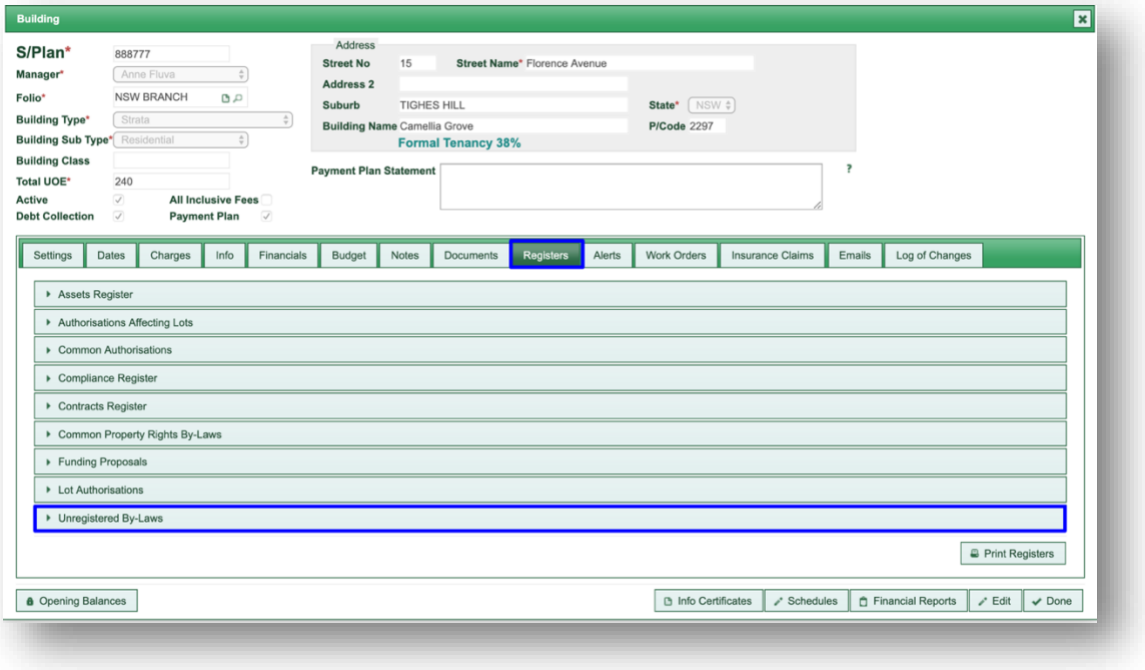
   If only "Email Annual Levy Notices" is ticked, the behaviour is:

- When you accept a budget, an Annual Levy Notice is generated in PDF format in the job centre on the right of your screen for lots that receive notices by post and an Annual levy Notice is emailed to those lots that receive notices by email.
- When you accept the budget the Annual levy notice document is saved to each lot owner card

10. **Fee Schedules – multi schedule buildings.** When running fee schedules for a multi-schedule building where not all schedules are GST registered, and you have selected *Split Fees* on the building card>charges tab, the invoice that is created by the fee schedule run does not show GST if a schedule is not registered for GST

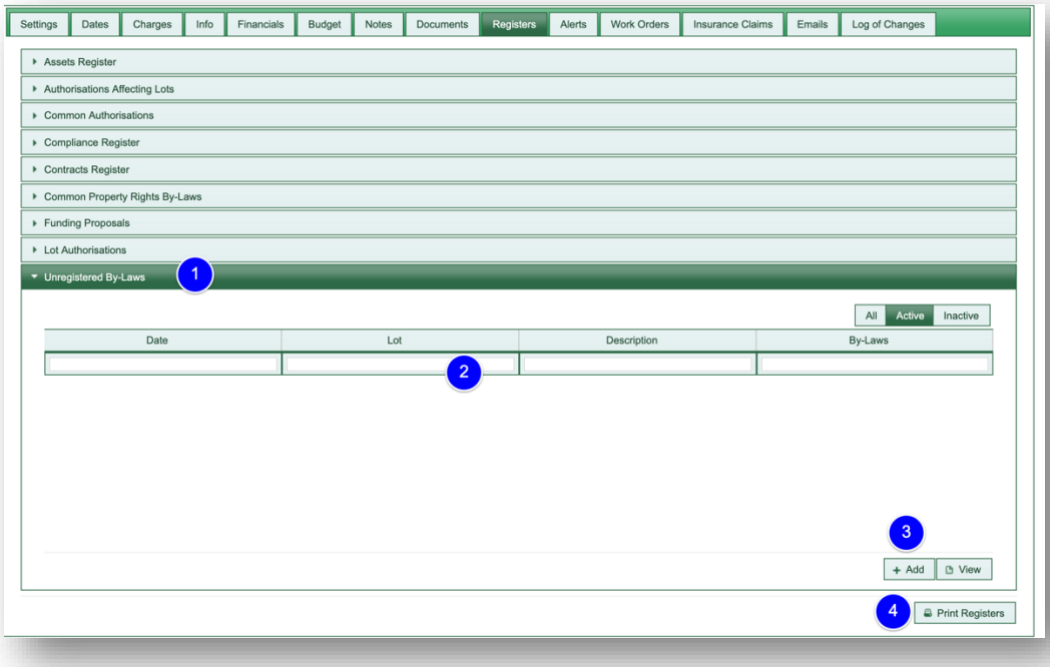
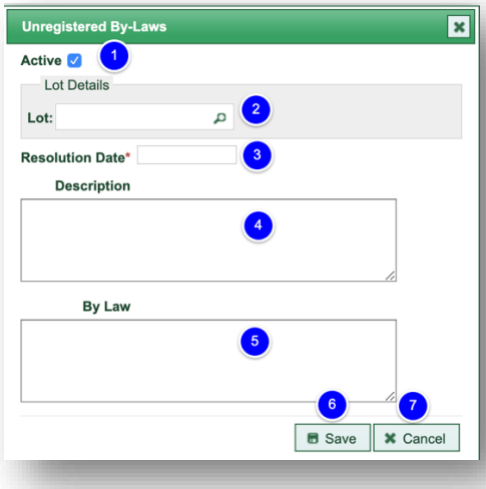
DETAILED SCREENSHOTS

The Building Card>Registers accordion now has the option to add Unregistered By Laws



To add Unregistered By-Laws

1. Open unregistered by-laws
2. Existing unregistered by-laws show here
3. Add
4. You can print all registers by selecting *Print*



1. The by-law is active by default
2. Use the search icon to attach a lot to the by law if applicable
3. Enter the resolution date
4. Enter the items description
5. Enter the by law details
6. *Save*
7. *Cancel* to exit without saving