PropertyIQ

Release notes November 2019

Version 185.2- 187.1

TABLE OF CONTENTS

Table of Contents 1

Summary 2

- Budgets 2
- Reporting 2
- Bank Accounts 2
- Meetings 2
- Utility Debtor Invoicing 3
- Buildings 3
- Receipting 3

Detailed Screenshots 4

- BMC Budget reporting 4
- Notes entered on a BMC budget are now printed as part of BMC Budget Reports 5
- BMC Allocation methods are now saved and can be applied when entering cost shares 6
- Balance Sheet 8
- Bank account report 9

SUMMARY

BUDGETS

BMC Budget improvements.

1. **The BMC Budget breakdown report** now includes the instalment breakdown for each lot so you can view how levies are going to be struck on instalment amounts. This information is included whether generating in PDF format or exporting to Excel. See detailed screenshot below

2. **BMC Budgets – BMC Budget setup – Allocation Methods**

   You can now save default allocation methods and percentages to make it easier when allocating cost share to each lot in the BMC. See detailed screenshot below

3. **Notes entered on a BMC budget are now printed as part of BMC Budget Reports.** Any notes you have entered in the BMC Budget setup are printed on the last page of the budget report. See detailed screenshot below

REPORTING

4. **Balance Sheet – *Include last year's balances* option** . When you print the balance sheet and select *Include last year's balances* an additional page will now be generated that includes the total of both admin and sinking funds, the total this year, last year actual. This information is also included if the export option is selected. See detailed screenshot below

BANK ACCOUNTS

5. You can now generate a report from the bank accounts screen that shows balances and details of all main and investment accounts. See the detailed screenshot below.

MEETINGS

6. The following merge fields are now available for meeting motions, and meeting notice or minutes standard merge templates. All figures are formatted as currency. For example $10,000.00

   Net owner funds at the end of the financial year:

   Total_Admin_Owner_Funds
   Total_Sinking_Owner_Funds
   Total_Total_Owner_Funds

   Net owner funds on a schedule by schedule basis (for up to 6 schedules)
   Sch(1,2,3,4,5 or 6)_Admin_Owner_Funds
   Sch(1,2,3,4,5 or 6)_Sinking_Owner_Funds
   Sch(1,2,3,4,5 or 6)_Total Owner_Funds

   Financial year aggregate of levy instalment amounts for a proposed budget on a schedule by schedule basis (for up to 6 schedules)
   Sch(1,2,3,4,5 or 6)_Admin_YearAggregate
   Sch(1,2,3,4,5 or 6)_Sinking_YearAggregate
   Sch(1,2,3,5,5 or 6)_Total_YearAggregate

UTILITY DEBTOR INVOICING

7. Utility Debtor Statement improvements – the utility debtor statement now has the following merge fields available so you can identify which lot and unit a debtor utility statement refers to:

   {{lot}}
   {{unit}}

   Note: these merge fields will not be automatically added to your existing Utility Debtor statement, so you will need to add them if you want them to show on your statements.

BUILDINGS

8. **Bulding card>Info tab>Insurance documents**. An issue with the screen layout of the upload insurance policy and endorsements buttons has been fixed.
9. **Building card – Charges>Variable charges**. When editing a variable charge schedule, some headings were showing out of alignment. This has now been fixed.

RECEIPTING

10. **.txn file processing.** Previously an error was occurring if you tried to cancel a .txn upload after first successfully uploading a .txn file. This has now been fixed.

BMC BUDGET REPORTING

The BMC Budget breakdown report now includes the instalment breakdown for each lot so you can view how levies are going to be struck on instalment amounts

My Strata Co
Proposed Budget for Strata Plan 01269
BMC 2454, 14-16 Lamont Street PARRAMATTA

Prepared by My Strata Co (ABN 32 345 645)
Level 15, 111 Eagle Street SYDNEY NSW 2000 Ph 13 13 21 Fax

Printed 01/11/2019 at 08:52:52 User= Bella

Instalments (01/04/2020-31/03/2021) - Contribution Schedule 1

			Admin	Cap. Works	Total	Lot 1			Lot 2			Lot 3		
						Admin	Cap. Works	Total	Admin	Cap. Works	Total	Admin	Cap. Works	Total
Total Expenditure			$54,000.00	$24,000.00	**$78,000.00**	$13,300.00	$9,600.00	**$22,900.00**	$26,200.00	$4,800.00	**$31,000.00**	$14,500.00	$9,600.00	**$24,100.00**
Surplus/Shortfall			$0.00	$0.00	**$0.00**	$0.00	$0.00	**$0.00**	$0.00	$0.00	**$0.00**	$0.00	$0.00	**$0.00**
Subtotal			$54,000.00	$24,000.00	**$78,000.00**	$13,300.00	$9,600.00	**$22,900.00**	$26,200.00	$4,800.00	**$31,000.00**	$14,500.00	$9,600.00	**$24,100.00**
Discount			$0.00	$0.00	**$0.00**	$0.00	$0.00	**$0.00**	$0.00	$0.00	**$0.00**	$0.00	$0.00	**$0.00**
GST			$0.00	$0.00	**$0.00**	$0.00	$0.00	**$0.00**	$0.00	$0.00	**$0.00**	$0.00	$0.00	**$0.00**
Amount to Collect			$54,000.00	$24,000.00	**$78,000.00**	$13,300.00	$9,600.00	**$22,900.00**	$26,200.00	$4,800.00	**$31,000.00**	$14,500.00	$9,600.00	**$24,100.00**
Instalment	**Due Date**	**Levy Period**												
Instalment 1	01/04/2020	01/04/2020 - 30/06/2020	$13,500.00	$6,000.00	**$19,500.00**	$3,325.00	$2,400.00	**$5,725.00**	$6,550.00	$1,200.00	**$7,750.00**	$3,625.00	$2,400.00	**$6,025.00**
Instalment 2	01/07/2020	01/07/2020 - 30/09/2020	$13,500.00	$6,000.00	**$19,500.00**	$3,325.00	$2,400.00	**$5,725.00**	$6,550.00	$1,200.00	**$7,750.00**	$3,625.00	$2,400.00	**$6,025.00**
Instalment 3	01/10/2020	01/10/2020 - 31/12/2020	$13,500.00	$6,000.00	**$19,500.00**	$3,325.00	$2,400.00	**$5,725.00**	$6,550.00	$1,200.00	**$7,750.00**	$3,625.00	$2,400.00	**$6,025.00**
Instalment 4	01/01/2021	01/01/2021 - 31/03/2021	$13,500.00	$6,000.00	**$19,500.00**	$3,325.00	$2,400.00	**$5,725.00**	$6,550.00	$1,200.00	**$7,750.00**	$3,625.00	$2,400.00	**$6,025.00**

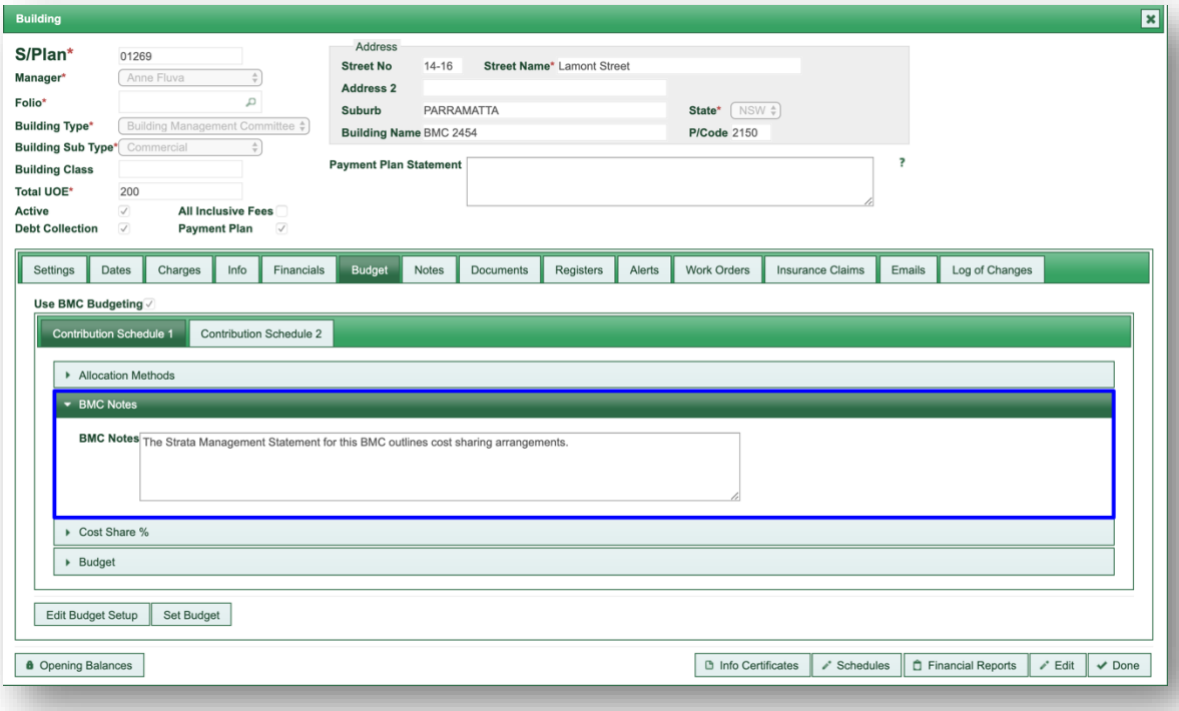
Surplus/Shortfall Notes

Lot 1 - Admin: this is a note I wrote

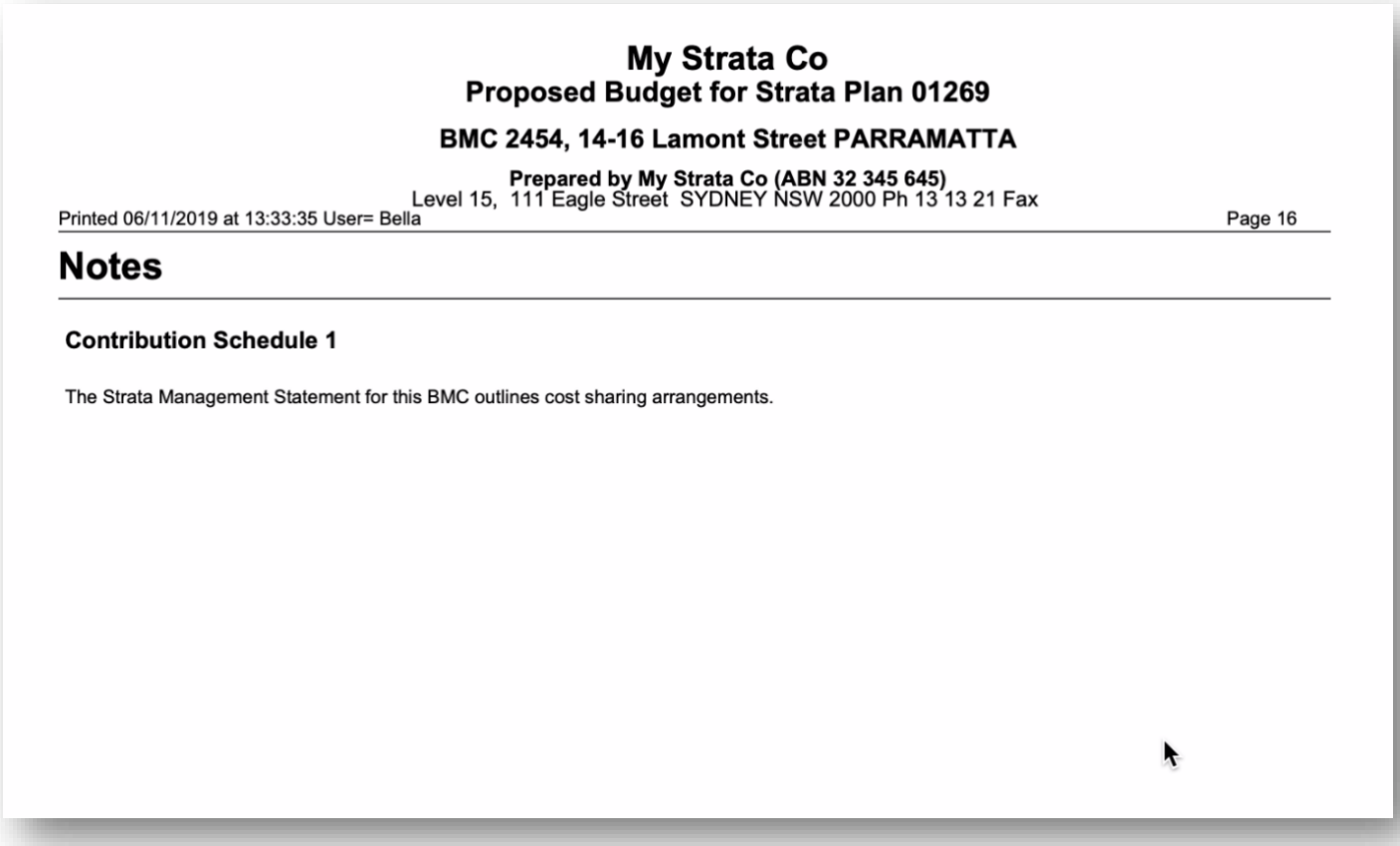
NOTES ENTERED ON A BMC BUDGET ARE NOW PRINTED AS PART OF BMC BUDGET REPORTS

Any notes you have entered in the BMC budget setup are now printed at the end of the budget report.

First enter notes in the BMC Setup area>BMC Notes



BMC Notes show on the last page of the budget report under a new “Notes” report section



My Strata Co
Proposed Budget for Strata Plan 01269

BMC 2454, 14-16 Lamont Street PARRAMATTA

Prepared by My Strata Co (ABN 32 345 645)
Level 15, 111 Eagle Street SYDNEY NSW 2000 Ph 13 13 21 Fax

Printed 06/11/2019 at 13:33:35 User= Bella Page 16

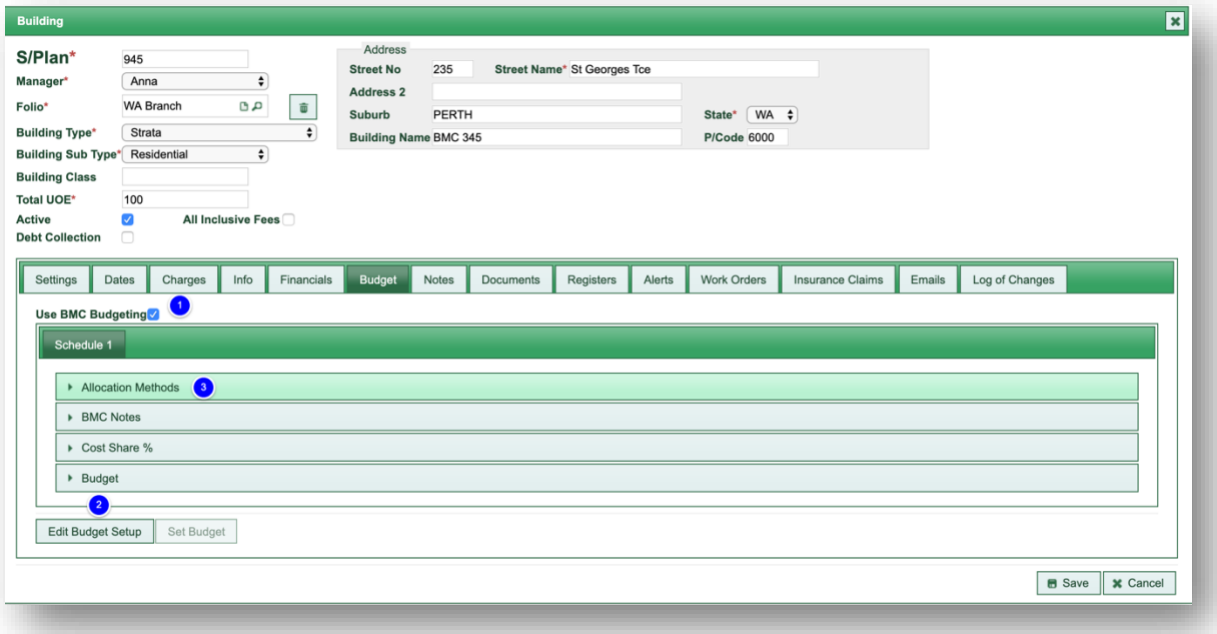
Notes

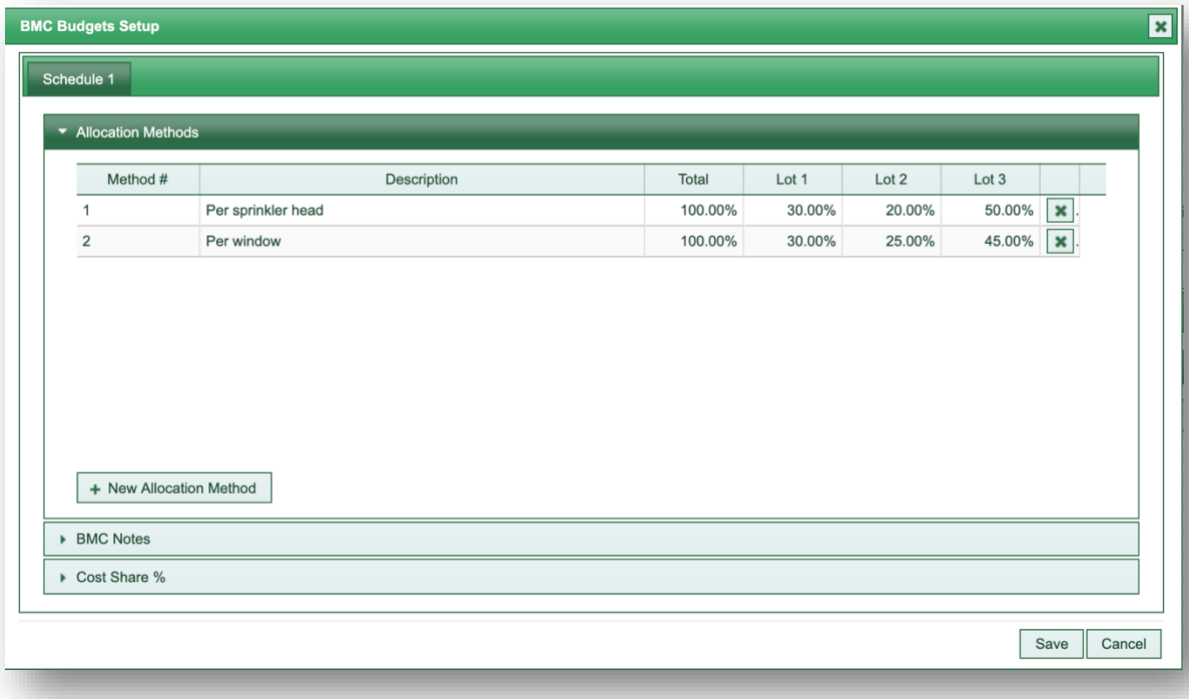
Contribution Schedule 1

The Strata Management Statement for this BMC outlines cost sharing arrangements.

BMC ALLOCATION METHODS ARE NOW SAVED AND CAN BE APPLIED WHEN ENTERING COST SHARES

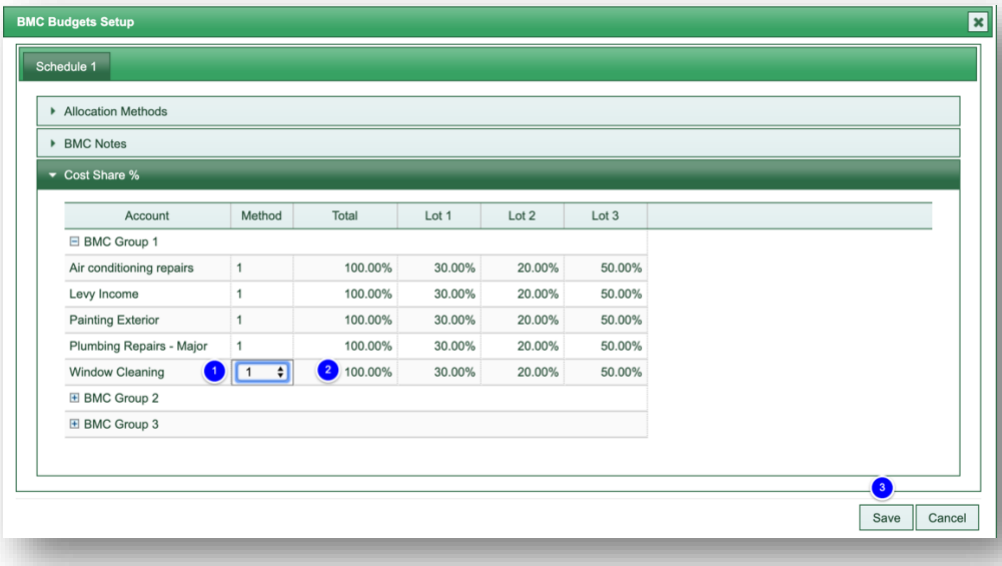
1. Ensure *Use BMC Budgeting* is selected
2. Select *Edit budget setup*
3. Select *Allocation methods*
4. Enter the default allocation methods and percentages for each lot.



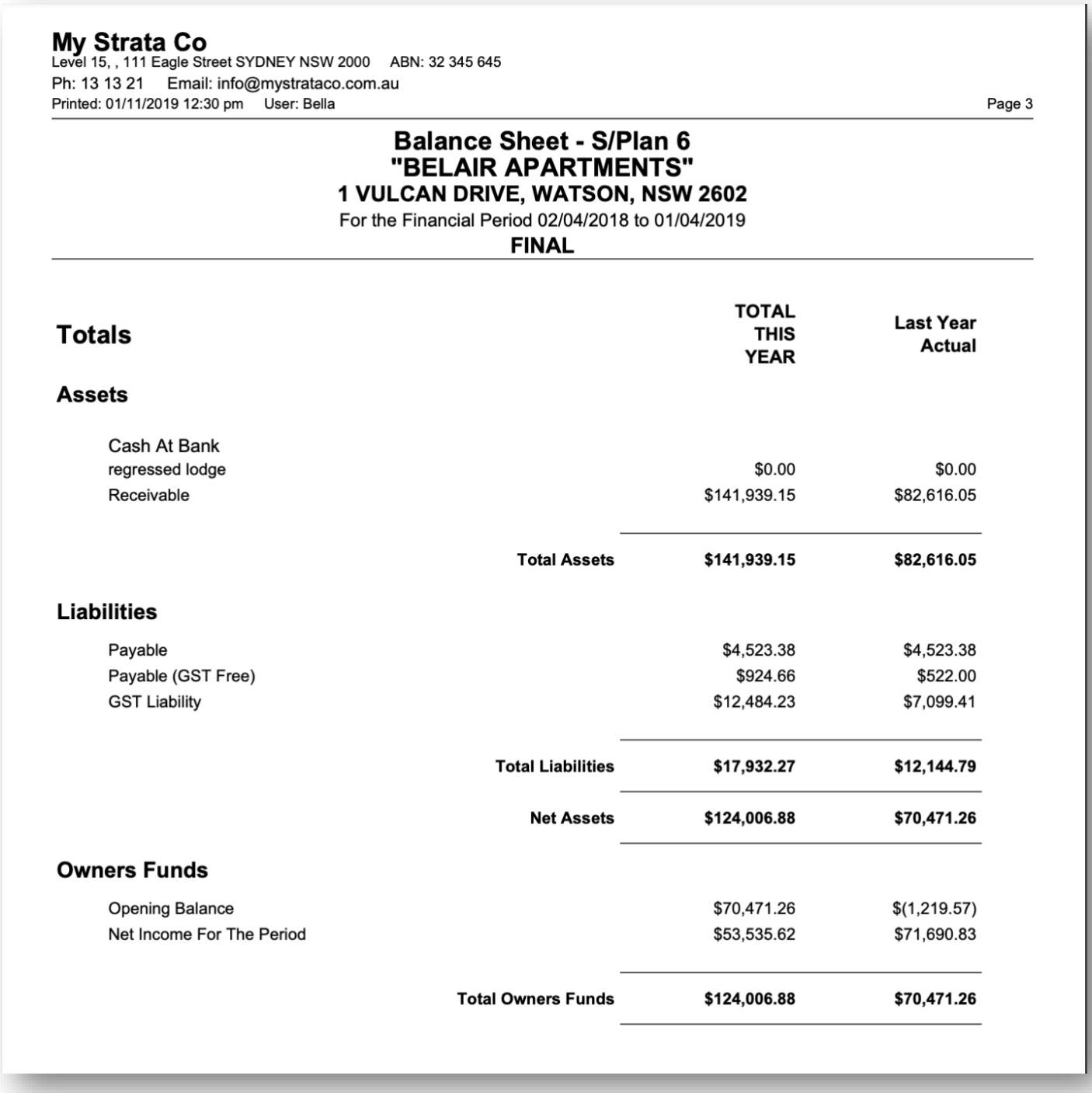


Select *Cost Chare %*

1. Select the cost allocation method to apply from the methods you saved above
2. The percentage for each lot and the total (must be 100%) that you saved above auto-populates and shows here (you can still edit the values if you need to)
3. *Save*


BMC Budgets Setup
Schedule 1
Allocation Methods
BMC Notes
Cost Share %
Account
Method
Total
Lot 1
Lot 2
Lot 3
BMC Group 1
Air conditioning repairs 1 100.00% 30.00% 20.00% 50.00%
Levy Income 1 100.00% 30.00% 20.00% 50.00%
Painting Exterior 1 100.00% 30.00% 20.00% 50.00%
Plumbing Repairs - Major 1 100.00% 30.00% 20.00% 50.00%
Window Cleaning 1 100.00% 30.00% 20.00% 50.00%
BMC Group 2
BMC Group 3
1
2
3
Save
Cancel

***Include last year's balances* option** . When you print the balance sheet and select *Include last year's balances* an additional page will now be generated that includes the total of both admin and sinking funds, the total this year, last year actual. This information is also included if the export option is selected.



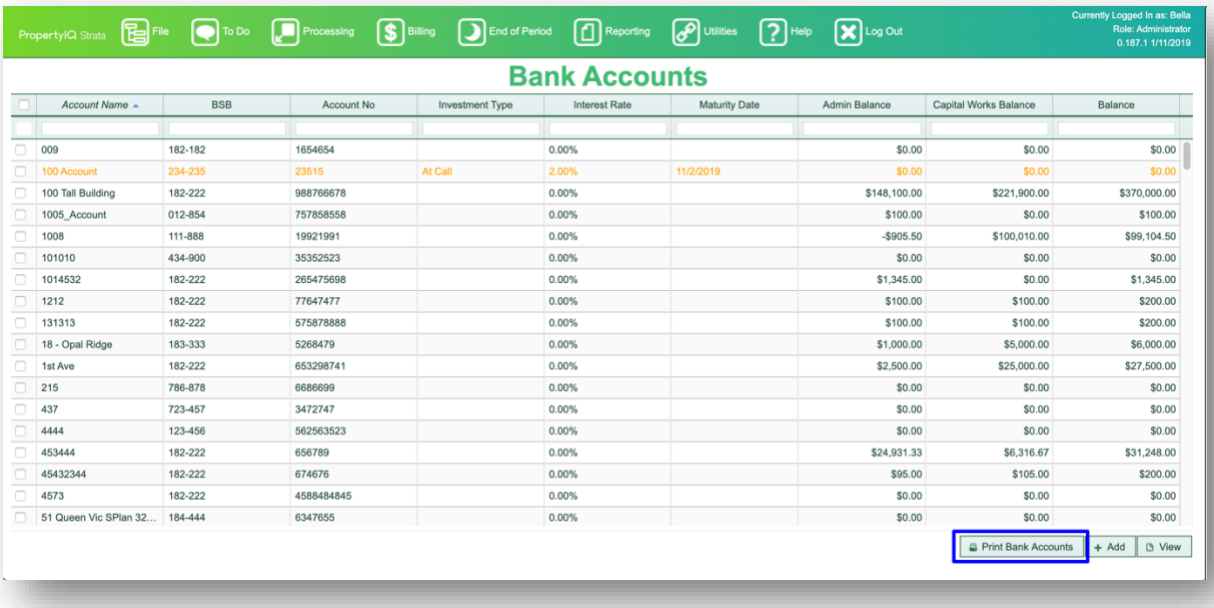
My Strata Co
Level 15, , 111 Eagle Street SYDNEY NSW 2000 ABN: 32 345 645
Ph: 13 13 21 Email: info@mystrataco.com.au
Printed: 01/11/2019 12:30 pm User: Bella Page 3

Balance Sheet - S/Plan 6
"BELAIR APARTMENTS"
1 VULCAN DRIVE, WATSON, NSW 2602
For the Financial Period 02/04/2018 to 01/04/2019
FINAL

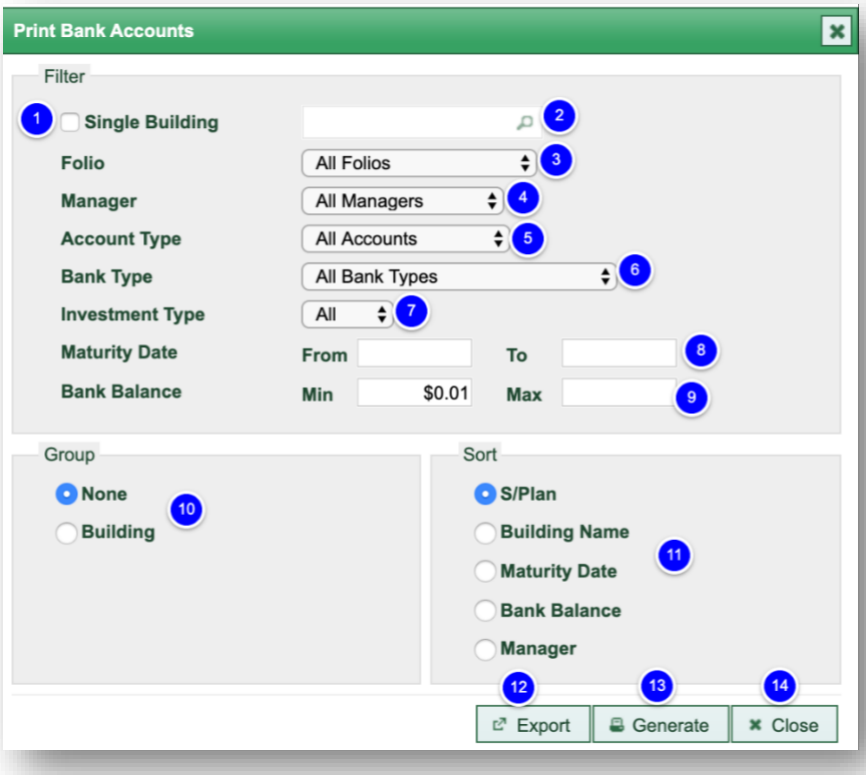
Totals		TOTAL THIS YEAR	Last Year Actual
Assets			
Cash At Bank			
regressed lodge		$0.00	$0.00
Receivable		$141,939.15	$82,616.05
	Total Assets	**$141,939.15**	**$82,616.05**
Liabilities			
Payable		$4,523.38	$4,523.38
Payable (GST Free)		$924.66	$522.00
GST Liability		$12,484.23	$7,099.41
	Total Liabilities	**$17,932.27**	**$12,144.79**
	Net Assets	**$124,006.88**	**$70,471.26**
Owners Funds			
Opening Balance		$70,471.26	$(1,219.57)
Net Income For The Period		$53,535.62	$71,690.83
	Total Owners Funds	**$124,006.88**	**$70,471.26**

BANK ACCOUNT REPORT

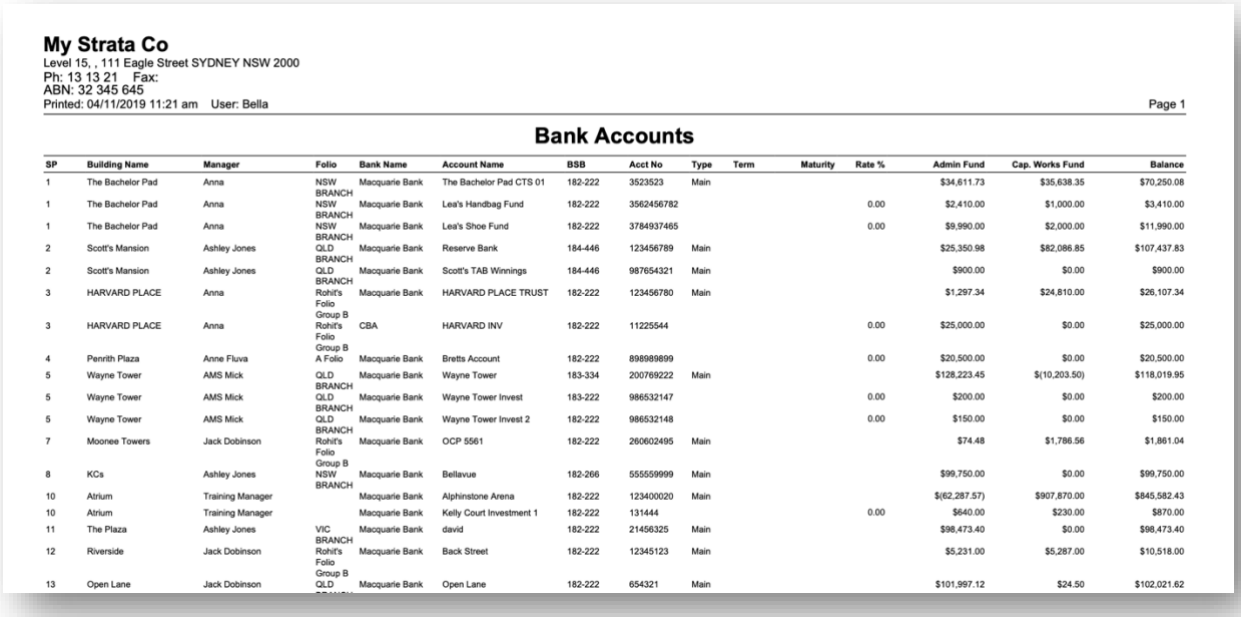
You can now generate a report from the bank accounts screen that shows balances and details of all main and investment accounts.



1. The default is to print for all buildings but you can select to print for a single building
2. If you choose to print for a single building, use the search icon to select the building you want to print for
3. The default is to print for all folios, but you can select to print for a single folio
4. The default is to print for all managers, but you can select to print for a single manager
5. The default is to print for all bank account types, (all, main or investment) but you can select to print for a single bank account type
6. The default is to print for all bank types (banking institution names) but you can print for a single banking institution name
7. If you're printing investment accounts, the default is to print for all investment types (at call, term) but you can print for a single investment type
8. If you're printing for investment term accounts you can choose a maturity date range
9. You can select a minimum and maximum bank account balance amount to include in the report.
10. Choose whether you want to group bank accounts by building in the report or not
11. Select your sorting preferences
12. *Export* to export to an excel spreadsheet
13. *Generate* to generate a report in PDF format
14. *Close* to exit without printing



Your completed bank account report looks something like this:



My Strata Co
Level 15, , 111 Eagle Street SYDNEY NSW 2000
Ph: 13 13 21 Fax:
ABN: 32 345 645
Printed: 04/11/2019 11:21 am User: Bella

Page 1

Bank Accounts

SP	Building Name	Manager	Folio	Bank Name	Account Name	BSB	Acct No	Type	Term	Maturity	Rate %	Admin Fund	Cap. Works Fund	Balance
1	The Bachelor Pad	Anna	NSW BRANCH	Macquarie Bank	The Bachelor Pad CTS 01	182-222	3523523	Main				$34,611.73	$35,638.35	$70,250.08
1	The Bachelor Pad	Anna	NSW BRANCH	Macquarie Bank	Lea's Handbag Fund	182-222	3562456782				0.00	$2,410.00	$1,000.00	$3,410.00
1	The Bachelor Pad	Anna	NSW BRANCH	Macquarie Bank	Lea's Shoe Fund	182-222	3784937465				0.00	$9,990.00	$2,000.00	$11,990.00
2	Scott's Mansion	Ashley Jones	QLD BRANCH	Macquarie Bank	Reserve Bank	184-446	123456789	Main				$25,350.98	$82,086.85	$107,437.83
2	Scott's Mansion	Ashley Jones	QLD BRANCH	Macquarie Bank	Scott's TAB Winnings	184-446	987654321	Main				$900.00	$0.00	$900.00
3	HARVARD PLACE	Anna	Rohit's Folio Group B	Macquarie Bank	HARVARD PLACE TRUST	182-222	123456780	Main				$1,297.34	$24,810.00	$26,107.34
3	HARVARD PLACE	Anna	Rohit's Folio Group B	CBA	HARVARD INV	182-222	11225544				0.00	$25,000.00	$0.00	$25,000.00
4	Penrith Plaza	Anne Fluva	A Folio	Macquarie Bank	Bretts Account	182-222	898989899				0.00	$20,500.00	$0.00	$20,500.00
5	Wayne Tower	AMS Mick	QLD BRANCH	Macquarie Bank	Wayne Tower	183-334	200769222	Main				$128,223.45	$(10,203.50)	$118,019.95
5	Wayne Tower	AMS Mick	QLD BRANCH	Macquarie Bank	Wayne Tower Invest	183-222	986532147				0.00	$200.00	$0.00	$200.00
5	Wayne Tower	AMS Mick	QLD BRANCH	Macquarie Bank	Wayne Tower Invest 2	182-222	986532148				0.00	$150.00	$0.00	$150.00
7	Moonee Towers	Jack Dobinson	Rohit's Folio Group B	Macquarie Bank	OCP 5561	182-222	260602495	Main				$74.48	$1,786.56	$1,861.04
8	KCs	Ashley Jones	NSW BRANCH	Macquarie Bank	Bellavue	182-266	555559999	Main				$99,750.00	$0.00	$99,750.00
10	Atrium	Training Manager		Macquarie Bank	Alphinstone Arena	182-222	123400020	Main				$(62,287.57)	$907,870.00	$845,582.43
10	Atrium	Training Manager		Macquarie Bank	Kelly Court Investment 1	182-222	131444				0.00	$640.00	$230.00	$870.00
11	The Plaza	Ashley Jones	VIC BRANCH	Macquarie Bank	david	182-222	21456325	Main				$98,473.40	$0.00	$98,473.40
12	Riverside	Jack Dobinson	Rohit's Folio Group B	Macquarie Bank	Back Street	182-222	12345123	Main				$5,231.00	$5,287.00	$10,518.00
13	Open Lane	Jack Dobinson	QLD	Macquarie Bank	Open Lane	182-222	654321	Main				$101,997.12	$24.50	$102,021.62