HOA / POA Manager Version Log-2012/2013/2014

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Any assistance required in adding new fields is included for clients with annual support, contact us at BAACsupport@comcast.net or call us at 800-457-9326 for this assistance.

Version/Date	Change Description	New Fields
1/25/2014	Added a check to make sure owner/property records do not contain any non existent properties in the event they were removed. Although unlikely, it could add qty to auto billing that is not true. Adjustment updating balances after edit	
01/10/14	Added a button on the Main Menu to allow a user to run a report of daily receipts. Any day in the past 90 days can be selected	
	User can now enter any amount for Bill for Services Item on the General Tab of contact detail form	
	Added a new button on Finance History Tab that allows a user with the permission to receive payments on open invoices without going thru the Finance Menu	New permission filed
	Minor adjustments to new Sub Account Budgeting, also corrected issue with Account Summary Report in Reports A for more than one payment on a credit card displaying full amount billed rather than the partial paid amount.	
12/21/13	Corrected issue when editing an auto billing invoice it was incorrectly updating Owner Current Balance	
	Added ability to set the 2nd assessment late fee account in Org Info	
11/18/2013	Major Update, added ability for Sub Account budgeting and overhauled maintaining the Chart of Accounts. Also included error reporting to ensure the data is free of errors for budgeting figures for current and last year.	New table for sub account budgeting
	Added ability to create an email message for a selected invoice in open invoices. Outlook must be the email client and the message is strictly a text message indicating invoice number, date due and a breakdown of the charges. It also shows any monies paid and total currently due. Intended to send out reminders for past due invoices.	New tables for the email message
	Added capability when view chart of accounts, sub accounts to move money from one account to another IF it is a duplicate. Descriptions between the 2 accounts and its type (Income or Expense) must be identical.	
	Modifications when viewing source of income from the registers to edit the account assigned to that income	
	Added new field for Major Events to enter a User event number	Activities table
9/9/2013	Corrected an issue with the recently added Bill For Services function. When processing payment at the same time, it was incorrectly recording amount paid when qty was greater than one.	
8/15/2013	In Major Events Summary List, added the total number of participants for each event. This was placed next to the current outstanding monies due from an event.	
7/1/2013	Corrected linking Issue when viewing hours for a selected past paycheck. Made Federal Withholding preferences required before allowing the logging of Employee Hours.	
6/8/2013	Added ability to Exclude Chart of Accounts Masters from the Budget Process IF Budgeted Amount, This Year Amounts AND Last Year Amounts are equal to zero.	

6/6/2013	Add new feature on Employee / Volunteer list. Users can now log volunteer hours, assign a category to describe those hours and then produce reports/exports based on logged hours.	New field “Category” in Hours log table
	Added a field for Bill For Services, User Notes for Invoice, these notes will appear on the invoice with the Description. This in event the user wants to indicate the date of service or any other relative information	
6/4/2013	Corrected an issue when adding new contacts that if the page down key was pressed it was looking for new record. Page up/down no longer allowed when adding contacts.	
6/3/13	Corrected an issue when editing an invoice and deleting an item with Access version 2007 and above, after deleting an item an error message appeared and would lock you from closing the edit invoice form	
5/30/13	Added a Built in Sort Option when viewing Major Event Participants to accommodate clients running MS Access Runtime.	
4/22/2013	Added new ability to use the Bill for Services when selecting a payment type of invoice in Networking Events. Prior Versions required manually creating an invoice where as now it is created automatically. Also tied in the relationship to open/closed invoices when either receiving payments, deleting payments for deleting the entire invoice	
	Added over 50 new reports to Reports A Financial Reports and Owner/Member reports	
	Added an option for automated lien processing to add the set lien fee by property or by owner. If an owner has more than 1 property, then determines if the lien fee is a set value or multiplied by the number of properties the lien is file on.	
	Added the ability to exclude properties from the automated Lien Processing function.	
2/20/13	Corrected an error when entering lien filing doc number, also changed the way lien fee’s are added, rather than create a separate invoice for each property, the lien fee is added to their current latest billing invoice. Results in a smoother process overall when billing for the next cycle	
	Added capability when billing for short term rentals to add additional billing for services, included new description field for rental costs per.	New descript field for Rental Cost table
	Corrected issue of affiliated with and annual billing option labels not populating when adding a new contact	
2/4/13	Adding new features to Property Management by adding the ability to Manage Rental Properties. In addition, on the Contact Detail Form is a feature to Bill for Services when an organization has daily/weekly/monthly services the organization offers for a fee, this will auto create an invoice with an option to print/mail or Pay at the time of service.	Several new tables to log rental fees and activities
	Major Upgrades to the Major Event Management	
	Added new Application if the Organization wants to followup with Owners/Renters/Other Contacts on a scheduled Basis	New Application
12/19/12	Corrected an issue with auto billing when organizations bill monthly. Current balances were not updating correctly when payment was not received for a particular month.	
11/30/12	Added 2 Reports on the View Paid Invoices Form, one for include partial payments, one for full payments only. The reports added now group the payments by Month for the request date range	

10/22/12	Added ability from Viewing Invoice Payments to View the invoice and set any invoice item related to a major event. This being in the event rather than using Major Events, an invoice was created. This income will then appear in the Event Net Calculation of Reports A	
	Add ability to view past reconcile reports from Income Registers	
10/11/12	The Auto Lien Processing was modified for easier understanding based on feedback from existing users. The user now can view and process one status at a time. There are 4 options being 1) Candidates are now selected and processed with 1st letter sent; 2) 1st letter sent status is now processed to lien filed. 3) A lien filed status can now be viewed and edited. 4) Last a Release lien status when processed closes the lien action.	
10/9/12	Added on Business Info tab of the contact detail form the ability to record contacts insurance company name and policy number. Can be used when hiring vendors	
10/2/12	Added Form Sizer function for some of the main menus. Works with Access Runtime, 2000, 2007 and 2010	New Field, form sizer on/off
	Added a Deposit/Undeposit All feature in Make Deposits form	
	Improved Auto Lien Processing	
	Enhanced Vehicle tracking with new fields for type, exp date, pass number and a few others	Several Fields
	Added new Association Insurance Vendors/Type plus track activities related to the insurance vendors with a report	New tables
	Added new Association and Bank Foreclosure Tracking with Reports	New tables
	Added new Collection Tracking Function with Reports	New tables
	Added a new Compliance Tracking Function with Reports	New table
	Added a check for a critical MS Access reference when opening the program. Program execution will halt if the references are missing for any reason or have changed physical location.	
	Added a View Deposit slip when viewing Registers for Grouped Deposits. This in the event the user forgets this before completing the deposit in “Make Deposits” form.	
	Added Capability to Pay Payroll Liabilities from any Register	
6/30/12	Modified Enter Bill to allow for a negative total that will not be logged to the register. This then allows entry of a bill that may have a total net credit such as a credit card bill where a refund issued exceeded other charges that need to be recorded.	
	Corrected change password routine, previous changes did not account for the effect on this process.	
	Re-arranged the Data Utilities Menu that put the “RESTORE NOW” button at the bottom and not next to “BACKUP NOW”. This helps to prevent accidentally Restoring older data if done before the Backup. Restore Now should only be done when directed by BAAC.	
5/23/12	Removed auto fill price for one when editing an invoice item	
4/9/12	When printing checks, added the account information in section 2/3 of voucher checks, added capability to also include paychecks when printing checks in a batch.	
	Added a memo when auto billing “Repeat” invoices to alert the user that the invoice listed came from a completed invoice that is scheduled to repeat.	

3/28/12	Corrected View Payments for Major Event Billing Statement. In the unlikely event 2 payments for the same amount from the same person , same payment type and on the same day was received, it would only show one, not both.	
	Hidden form was appearing when closing a Network Event	
3/9/12	Correct General Journal Entry when moving from an expense account to an income account, it applied negatives for both credits and debits in the P & L report.	
3/4/12	General Formatting of Command Button changes, corrected issue of not being able to log off with the free download and starting with an empty database	
2/27/12	Corrected make deposits when one or more where checked for deposit, and then one was voided. This caused the deposit to not be properly grouped in the related register.	
2/16/12	New Reports/Exports on Closed Invoices form. Improved Budget/Actual Monthly Forms/Reports/Export	
2/14/12	1099 Prompt to view summary or detail was not updated.	
2/8/12	Added 2 Reports under Chart of Accounts in Finance Menu for Accounts by Description and Accounts by Type (Liability, Income, Expense)	
	Added another 1099 Report showing the detail of the source for the amounts.	
	Improved the 1099 Reporting by adding a 1009 checkbox to Chart of Accounts to augment the Contact 1099 Required. This will allow the user to only denote certain accounts as applying to the 1099.	
1/17/12	Added a new "View Less Detail" for Calendar of Events. Added an Expanded Memo field for Invoice Items.	
1/5/12	Added New 1099 Report, contact now has a checkbox if they should receive a 1099, report then displays a sum of all monies paid by date range.	
	Added a new report, uncleared transactions on the view register form, after viewing report, user then has option to export the data.	
1/4/12	Added Defaults accounts for annual assessments and the option for an additional annual assessment that is labeled Road Assessment but can be used to define any time of additional annual assessment with a different due date.	
	Modified Viewing Balance Mismatches to include those owners with credits.	
	Added built in filters on open invoices for ease of reviewing	
	Added a new error check with Auto Billing to include checking credits on current balances and possible improper next due dates.	Next Due Month and Day fields in Program setup