

ServasOnLine Senior Panel Teleconference

December 22, 2011

Attendees: Gary Sealey (Canada), Derek Carver (New Zealand), Penny Pattison (Canada), Anna Cristina Siragusa (Italy), Rodolfo Alvarado (Mexico), Jonny Saganger (Sweden)

Chair: Gary Sealey

Draft Meeting Agenda:

Review of Request for Proposal (RFP) for Web Designer

Notes:

1. Gary reminded the group of the Terms of Reference for the Senior Panel.
Action: Gary will distribute the Terms of Reference to the Senior Panel

2. Comments to Gary from those who could not attend:
Robert Turner of Britain recognized the intent of the RFP and was not discouraging, although he indicated that Britain is still interested in Wild Apricot

3. Request for Proposal discussion:
 - The RFP is aimed at web designers
 - Gary will be distributing to locations where web designers would find it; Senior Panel members may also pass it on to those they think might be interested
 - An Evaluation Team needs to be set up, to review the proposals
 - The group went through the RFP page by page. Those comments are reflected in the attached revised RFP
 - Action Items:
 - Penny will distribute the revised RFP to the Senior Panel and request comments by a specific date
 - Senior Panel will send comments
 - Penny will finalize the RFP, create a pdf of it and send it to the Senior Panel
 - Gary will create a covering letter for the RFP, including the budget and send it to the Senior Panel
 - Gary will send out the RFP, and so will the Senior Panel if they know anyone who they think would be interested
 - Gary will convene an Evaluation Team

4. Next Steps for Senior Panel:
 - a. Gary made some comments about the next steps for the Senior Panel
 - ServasOnLine is very important to SI, and for the Future of Servas. We need to prepare for the next GA, which is expected to be in Poland in the second half of August 2012
 - Discussion is needed before the GA of the large strategic directions, questions and issues and the obstacles holding Servas back

- The RFP and Drupal prototype are a minimal approach, and this minimal approach cannot move Servas into its future of fulfillment and growth
 - What is needed is to build a community
 - The transition of the current national groups and their members to ServasOnLine could take a long time
 - There are capacity issues in some countries, and our current approach will probably accommodate our existing members and perhaps 10% more
 - An approach is needed to be about to handle 100s or 1000s of new members
 - The GA needs to be asked clear questions to consider about the future of Servas
 - Preparation for the GA discussion is crucial
- b. Jonny said that he is still willing to lead the preparation of the Senior Panel materials for the GA.
- What is important is to clearly define what makes Servas unique
 - Perhaps a SWAT (Strengths, Weaknesses, Opportunities and Threats) analysis would be useful
 - Our Peace mission is not clearly stated
5. Next Meeting
- a. The next Senior Panel meeting will be held in early January 2012
- b. Action: Jonny will suggest a suitable time to Gary and Penny for the next Senior Panel meeting, and will lead the discussion of the strategic issues. Gary will arrange the next meeting