

**EXCO Teleconference
October 30, 2011 at 16:00 GMT
Minutes**

NEXT MEETING: Sunday November 20, 2011 at 16:00 GMT

Actions are identified in Italics and Underline

Attendees: Gary, Pramod, Mirek, Penny

1. Greetings, quick updates, comments
 - Sadness was expressed about Luisa's death on October 27, 2011
 - It was agreed that a location would be set up where people could express their condolences.
 - *Action: Pramod will set up the technical details.*
 - *Action: Gary will send the text to be inserted.*
 - *Action: Penny will add comments received to date.*
 - *Action: Gary will write, and Penny will distribute, an email to SI Key People and SI News*
 - *Action: Penny will arrange for the peacesecretary@servas.org to be forwarded to EXCO*
 - *Action: Gary will contact Danielle Serres (France) to see if she is interested in helping with SI Peace Secretary activities*
2. Review and agree on the agenda
3. Review of notes from meetings of October 16, 2011
4. Email EXCO decisions made since last meeting
 - a. Servas members in business relations with Servas. In progress
5. Items needing a decision or immediate action:
 - a. 2012 GA
 - A proposal has been received from Servas Poland
 - It was noted that the cost seems similar to the 2009 GA in Argentina
 - EXCO agreed that the venue looked very nice
 - It was noted that this is "shoulder season" for the venue – not high season and not off season.
 - Considerable time was spent reviewing the 14-page proposal, and noting comments, questions and changes. These notes will be sent to Servas Poland.
 - **DECISION: The proposal is approved in principle.**
 - **DECISION: Ask Servas Poland to respond to EXCO's notes in the proposal, as required**
 - **DECISION: Ask Servas Poland to make a provisional booking of the venue, and get the payment schedule and cancellation policy. Ewa will be negotiating for SI, subject to Mirek's approval of the finances (Mirek take advice from EXCO)**
 - *Action: Penny will draft the reply to Ewa and Amir, for ECO comment and to be sent by Gary.*
 - *Action: Penny will distributed the annotated proposal and all will make their comments in the next 2 days.*
 - *Action: Gary will take the annotated proposal and reply to Ewa And Amir, by Nov 2 or 3*

- Action: Mirek will begin the preparation of the GA budget, including funding of officers and delegates.
 - Penny circulated a second draft of funding criteria, to be discussed further by email
 - Action: Penny will prepare a chart of member countries who may be eligible for funding, which will be updated as the process moves along
- b. EXCO Face to face meeting
- Agreed that the EXCO face-to-face meeting will be in February or March 2012
6. Updates:
- a. ServasOnLine
- Gary spoke of his vision for an operational on-line system that is needed very soon.
 - He appreciates Dolphin and the Drupal project
 - He is mindful that Dolphin will continue to be useful
 - He is convinced that something is needed sooner than Dolphin or Drupal could be made to fill the need
 - The main audience would be those who do not know about Servas
 - It would have an easy-to-use appearance more like Couchsurfing
 - It would emphasize Servas' commitment to global friendship and trying to build a better world
 - It would be an SI-owned system, reaching out to the world at large, with advice from the Servas member groups
 - It would not require a change in the Servas federated organizational structure
 - It would retain the requirement for an interview
 - Gary believes that the Wild Apricot technology is the only one that can fulfill these needs
 - There are Wild Apricot partners who will customize Wild Apricot applications (Project Manager, developers and testers)
 - His vision is that the work on Dolphin and Drupal would continue at the same time
 - It was noted that the Drupal system requires a designer, and there is not a volunteer forthcoming
 - It was noted that the key concern with Dolphin is that all of peoples' personal information, including email address, is visible; however, Dolphin remains an important administrative system for SI and currently handles host lists for over 20 countries
 - It was agreed that a Project Manager is key, as discussed a year ago
 - A ServasOnLine Senior Panel meeting was held on October 27, 2011 at which this was discussed. There was not strong support for this initiative. At that meeting, it was agreed that Gary would investigate Wild Apricot options before the Senior Panel's next meeting.
 - It was agreed that the advice of the ServasOnLine Senior Panel and the ICT is important for this technology initiative
 - It was agreed that consistency between Dolphin, the Drupal project and a Wild Apricot solution is important
 - It is not clear if a Wild Apricot system would operate completely separately from Dolphin and the other current country host list and LOI systems , and how
 - There was discussion of the current Servas organizational structure by country, and that to change to this structure would need to be discussed at the GA
 - There was discussion of a potential hybrid system (e.g. online application, forwarded by a paid coordinator to the country, country manages approval/interview process, sends approval to the paid coordinator who activates the person on the system.

Needed for different levels of member – member, host, traveller. Finances handled outside system)

- Based on the ServasOnLine levy payments, there is about 15000 CHF available
- **DECISION: EXCO authorizes Gary to request proposals for implementing (including project management and development workers) a turnkey Wild Apricot based system that is compatible with the existing Servas organizational structure by February 15, 2012, for a maximum cost of 10000 CHF. Following receipt of the proposals, they will be reviewed from a technical, policy and financial perspective by the appropriate committees, and EXCO will receive a recommendation. If the recommendation is that one of the proposals meets the requirements, then the proposal will be accepted and a contract negotiated.**
(Penny abstained)

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| b. New Servas server | NOT DISCUSSED |
| c. 2012 UN Observers | NOT DISCUSSED |
| d. Chile election | NOT DISCUSSED |
| e. Financial and audit | NOT DISCUSSED |
| f. Evaluation for 2012 GA funding support | SEE 5.a. |
7. Other Items:
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| a. www.servas.org designer, Facebook ‘official’, Wikipedia updates | NOT DISCUSSED |
| b. Content of EXCO meeting minutes | NOT DISCUSSED |
8. Concerns, successes or comments from EXCO members
9. Other business
10. Next meeting date **Sunday November 20, 2011 at 16:00 GMT**