

EXCO Teleconference
August 14, 2010 at 15:00 GMT
Minutes
Telephone: +1 978-964-0049; code 310673#

NEXT MEETING: SATURDAY SEPTEMBER 11, 2010 AT 16:00 GMT

Actions are identified in Italics and Underline

Attendees: Gary, Pramod, Mirek, Pablo, Penny

1. Greetings, quick updates, comments
 - Discussed Pakistan flood disaster. Action: Gary will forward the email from Pakistan to Renee and Ally to be put on the servas.org and SI News web sites
 - Discussed SI possible actions related to disasters generally. It was noted that this has been discussed by previous EXCOs as well. It was agreed that it is not feasible for EXCO to coordinate gathering of money or other donations; rather, it is better to direct donors to organizations in their countries who are sending donations. Action: Penny put this topic on a future EXCO agenda

2. Review and agree on the agenda
 - Added 5g. Format of response to internal audit recommendations

3. Review of notes from meeting of July 24, 2010

4. Email EXCO decisions made since last meeting NONE

5. Items needing a decision:
 - a. Servas server invoice and cancellation clause
 - Agreed that the payment for Sep 2010 to Aug 2011 is to be paid
 - Agreed that the server contract should be reviewed competitively during this next 12 month period
 - Discussed the current 1-year cancellation period of the contract, and the option of making it shorter
 - It was noted that previous ICT complaints regarding the service have been addressed
 - DECISION: The invoice will be paid, and will include a statement regarding the review and cancellation period, such as "EXCO reserves the right to not renew the contract beyond August 2011, although a new contract may be negotiated with the same supplier following a competitive review."
 - Action: Mirek will coordinate the payment of the invoice and accompanying letter.
 - Action: Penny will add the server review project to the Action chart

 - b. Appoint ICT
 - Previous call for ICT volunteers resulted in only one reply
 - Defined scope of ICT responsibilities:
 - Management of the current server contract
 - Review and negotiation of next server contract
 - Support to servas.org and Siexco.org web sites
 - Support for server issues, working with the supplier

- Not responsible for Dolphin or ServasOnLine (although advice would be appreciated)
 - Discussed possible candidates
 - Action: Gary will approach the possible candidates and report back on their replies
 - c. EXCO face-to-face meeting – agenda and logistics
 - Penny and Mirek reported their discussion and investigation of European options, resulting in cheapest option being Brussels. Action: Penny will follow up with Rita to find out if there are any Servas Belgium volunteers who could help with logistics.
 - Reviewed version 2 of the draft agenda, made some changes and identified who would prepare background material for each item. Action: Penny to publish Version 3 to EXCO
 - d. Revised AC Guidelines distribution
 - DECISION: Agreed that the revised Area Coordinator Guidelines are to be sent to Area Coordinators and National Groups, after it has been translated into Spanish. Action: Pablo will translate the document. Pramod will distribute the document.
 - e. AC election for Central America, candidate qualifications
 - Sylvia Krogh and Anna Flammini have agreed to be the Nomination Committee.
 - DECISION: Agreed that Pramod will act as Election Officer if no other person is available.
 - DECISION: EXCO agree with Pramod’s reply to Servas Mexico (that he does not agree with limiting the AC candidates to be NSs.)
 - Servas Honduras mentioned the Caribbean as part of the Central America Area election. Action: Pramod will check with Mary Jane regarding the previous Central America election, and also check with Servas Honduras to understand his intention.
 - f. EXCO representation at Brazil meeting
 - DECISION: EXCO gave approval in principle for Gary to attend the Brazil area meeting in October 2010.
 - Action: Gary will make his decision and notify EXCO.
 - g. Format of response to internal audit recommendations NOT DISCUSSED
6. Other important items:
- a. ServasOnLine – update and direction discussion
 - General concern about the project was expressed.
 - Gary indicated that there is a Developers teleconference meeting on Aug 16 or 17, 2010. Penny indicated that she would like to attend as well.
 - When asked, Mirek indicated that there has been no request for or payment for the BeWelcome server.
 - There was discussion of the use of professional programmers.
 - b. Projector – transfer to ServasOnLine person NOT DISCUSSED
 - c. Committee re: national election rules NOT DISCUSSED

7. Updates
 - a. DV Nov 2010 – Aug 30 deadline
 - DECISION: Although the final signatures have not been received, it was agreed that the 2009 financials will be included in the DV Nov 2010. Unsigned pages will be posted, and replaced by signed pages when they are available. Action: Gary will scan the unsigned 2009 External Audit report for posting.
 - b. SI Registration NOT DISCUSSED
 - c. Host List Reliability NOT DISCUSSED
 - d. Two Nepal groups NOT DISCUSSED
8. Concerns, successes or comments from EXCO members NOT DISCUSSED
9. Other business NONE
10. Next meeting date **SATURDAY SEPTEMBER 11, 2010 AT 16:00 GMT**