

**EXCO Teleconference  
July 24, 2011 at 15:00 GMT  
Minutes**

**NEXT MEETING: Sunday August 7, 2011 at 15:00 GMT**

*Actions are identified in Italics and Underline*

Attendees: Gary, Luisa (first 45 minutes), Pramod, Pablo, Penny

1. Greetings, quick updates, comments
  - Gary will be away next week, and also in September
2. Review and agree on the agenda
3. Review of notes from meetings of July 3, 2011
4. Email EXCO decisions made since last meeting
  - a. That the attached schedule be used for the Distant Vote Nov 2011. July 19, 2011 (see appendix)
  - b. On the basis of information presented by the Host List Coordinator on May 12, 2011 SI EXCO confirm that the work on the Host Dolphin and Key Dolphin project was completed, and the system is operational to our satisfaction from on August 16, 2010. Spending on the development of the system to the current state is completed. SI EXCO decide that the depreciation period in case of the Dolphin project for the stage accomplished in 2010 will be 3 years. July 20, 2011
5. Items needing a decision or immediate action:
  - a. 2012 GA and Netherlands June 2012 meeting
    - Discussed 2012 GA extensively, including
      - reduced revenue as compared to 2009 GA budget
      - recent more active involvement of Servas members in many SI committees
      - revived SI News team
      - need to concentrate on having ServasOnLine results
      - successful area meetings held and others planned
      - opportunity to discuss SI topics at area meetings (using focal meeting techniques)
      - lack of clear location and volunteer base for 2012 GA
      - conflicting objectives of Servas fun and the formal business meeting at GAs
      - member country 'quietness' about the 2012 GA
      - SI Statutes do not require a face-to-face GA
      - SI has already used electronic Subject Working Groups to discuss motions
    - **DECISION: In principle, consider:**
      - **the option of a 'virtual GA';**
      - **all of EXCO resigning to allow Distant Vote EXCO elections; and**
      - **finalize this motion after consultation**
    - Consult with large and small member countries, in all areas of the world
    - Action: Pramod will summarize the consultation points.
    - Action: Gary, Pramod, Pablo and Penny will consult with different member countries before the August 7, 2011 EXCO meeting
  - b. Operational budget, priorities, financial reserve and Development Committee 'reserve funds' NOT DISCUSSED

- c. South Africa situation – discuss by email NOT DISCUSSED
  - d. Development Committee report on the accumulated funds NOT DISCUSSED
  - e. US Servas letter re: emailing host lists NOT DISCUSSED  
(re-sent to EXCO July 20, 2011)
  - f. EXCO face-to-face meeting NOT DISCUSSED
6. Updates:
- a. Africa meeting funding NOT DISCUSSED
  - b. Servas server update – recent failure, contract expiring
    - email sent re: process
    - contract expires Aug 31, 2011
    - Action: Penny to review timelines to define requirements for server
  - c. ServasOnLine
    - Drupal prototype is installed on the Servas server
    - There is a Senior panel meeting on July 26, 2011
    - Action: Penny will do minutes for the meeting
  - d. SCW Asia Area Coordinator
    - Pramod hopes to meet with the Nasseem Muhammed and Ramesh Sharma in the next few weeks
  - e. Dolphin issues - Host list visibility for non-officer hosts, defaults
    - Penny will publish July 3 minutes in which it says the defaults requested
    - Action: Pablo will contact Mario
  - f. Funding to Uruguay and Portugal for SI peacebuilding course
    - **DECISION: Grants of up to CHF200 will be available, up to a total of CHF1000 for 2011, for member countries who send a written application to hold the SI designed Peacebuilding training course**
    - Action: The budget must be adjusted to find this CHF1000
    - Action: Luisa will notify Uruguay and Portugal
    - Action: Penny will work with Luisa to prepare a notification of this decision to all member countries
    - Some countries can't open the course handbook. Action: Luisa will send the copy to Gary, who will check it and then send it to Penny to make into a pdf. Penny will then send the pdf version to EXCO.
  - g. EXCO June 2011 status report NOT DISCUSSED
7. Other Items:
- a. Development Committee Recommendations NOT DISCUSSED
  - b. Grant Writing committee NOT DISCUSSED
8. Concerns, successes or comments from EXCO members NOT DISCUSSED
9. Other business
10. Next meeting date **Sunday August 7, 2011 at 15:00 GMT**

APPENDIX:

**Servas International: DV Nov2011 - Distant Vote, November 2011**

**Distant Vote Schedule**

Items to date:

12 Nov 2009	Timetable for Distant Vote dates sent to National Secretaries (NatSecs) by SI President, with closing dates for submitting motions for DVs.
7 May 2011	Reminder of process and closing date for submitting motions for DV Nov2011 sent to NatSecs by SI General Secretary.
30 May 2011	Closing date for submission of motions for DV Nov2011.
?? Jun 2011	SI General Secretary, advises NatSecs there will be ??? motions, all submitted by EXCO, DV Nov2011 which closes on November 30, 2011.

Next Steps

July-Sep 2011	Distant Vote Administrator: <ul style="list-style-type: none"><li>• Recommends process for DV to EXCO.</li><li>• Confirms the list of Servas Member Groups eligible to vote with the SI General Secretary.</li><li>• Contacts NatSecs that are voting to confirm where and how their voting paper is to be sent and their preferred method of voting.</li><li>• Prepares and finalises, in consultation with SI general Secretary, the wording of the motions and the procedure for voting.</li><li>• Arranges translations of the motions, instructions &amp; voting papers.</li><li>• Prepares voting instructions and voting papers.</li></ul>
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**On or before 30 August 2011**

The exact wording of the motions as well as the voting procedure to be used sent to member groups, to NatSecs, as required by the SI Statutes.

**On or before 1 October 2011**

Distant Vote Administrator sends out Voting Paper and instructions sent out to National Secretaries of Member Groups eligible to vote.

**30 Nov 2011      Voting Closes/Ends**

On or before 31 Dec 2011

Distant Vote Administrator reports the voting results to the SI General Secretary who will advise National Secretaries of the result before it is published on Servas websites and in SI News.

31 Jan 2011

Distant Vote Administrator sends Servas EXCO a written report on the distant vote, the voting, the results with a detailed list of how each member group voted on each motion.

**Note:**

It is anticipated that e-mail will be the primary method of communication for the Distant Vote and that votes will generally be recorded using one of the internet online voting websites. (The option of communicating and voting by e-mail, fax or posted letter will be available if required.)