

**EXCO Teleconference
November 20, 2011 at 16:00 GMT
Minutes**

NEXT MEETING: Sunday December 11, 2011 at 16:00 GMT

Actions are identified in Italics and Underline

Attendees: Gary, Pramod, Mirek, Pablo, Penny

1. Greetings, quick updates, comments
 - Action: Gary will review the various items about Luisa.
 - Action: Penny will have the short item translated, and then will send it out to Key People
 - Gary announced that Danielle Serres from France has agreed to take on the role of SI Peace Secretary until the next GA. EXCO expressed their appreciation to Danielle.
 - Action: Gary will prepare an announcement to Key People
 - **DECISION: both member and non-member countries may have web sites on the Servas server.**
2. Agreed on the agenda
3. Accepted notes from meetings of October 30, 2011
4. Email EXCO decisions made since last meeting
 - a. Servas members in business relations with Servas. In progress
5. 2012 GA
 - Mirek identified 2 key issues to be decided:
 - the amount of deposit and payment timetable
 - the urgency to make a commitment so secure the venue
 - It was agreed that the 158 beds currently available should be requested, plus the right of first refusal on those beds already provisionally booked
 - The venue will treat us as a group, including the room/bed reservations
 - Mirek indicated that he has been asked to be present for the hotel negotiation
 - As soon as the payment schedule is agreed to, EXCO will publicize the date and location of the 2012 GA
 - Penny indicated that she will step out of the negotiation involvement, and trust other EXCO members to handle it
 - **DECISION (Penny abstained): Payment framework for negotiation is:**
 - **20% by 1 March;**
 - **60% additional by 1 May;**
 - **10 % by June 15;**
 - **10% at end of conference**
 - **if cancel June 15 return 50% of all deposit**
 - Action: Mirek will do a spreadsheet of payment schedule and amounts
 - Action: Mirek will communicate the negotiation points to Ewa

6. ServasOnLine

- Gary and Pramod had discussed a second draft RFP, which was sent to EXCO before the meeting; there is more work required on it
- The general understanding is that there is discomfort with an interim solution and Wild Apricot
- The concept of defining ServasOnLine as including a redesigned servas.org that interfaces with the Drupal prototype was discussed
- **DECISION: In a change from the decision on October 20, 2011, it was agreed that the RFP will be for a designer to re-design servas.org and also provide a consistent design for the Drupal prototype user interface**
- It was agreed that the RFP should be posted on a web site to allow bids
- Action: Pramod, Gary and Penny will revise the RFP to reflect this decision

- It was noted that a contract to provide support for ServasOnLine would be a separate contract

7. Other Items

a. Saudi traveller

- Action: Pablo will do the distant interview since he has been in contact with the man. Pablo will check to see if he can be issued an Argentina LOI. Pablo will notify Omer and the Development Committee

b. SCW Asia area meeting

- The meeting is now in December 2011 in Colombo

c. Far East area meeting

- The actual expenditure on hall rental was less than the advance given for the purpose to the organisers
- **DECISION: Allow the Far East area to use the remaining funds that were advanced but not spent on hall rental for other conference expenses upon submission of receipts, with the stipulation that this is not to be taken as a precedent but rather as a learning experience for the area meeting organizers.** Pramod voted against the motion.
- Action: Mirek will reply to Serena

8. Next meeting date **Sunday December 11, 2011 at 16:00 GMT**