

## EXCO June 2010 Status Report

Dear National Secretaries,  
cc: Area Coordinators, SI Committees

Greetings from EXCO!

This is an update about EXCO activities since we were elected in September 2009. Please distribute it widely!

You can find this report and other information about EXCO and Servas International in the “Secretary” section of the siexco web site link: [http://www.servas.org/siexco/index.php/Annual\\_Report\\_materials](http://www.servas.org/siexco/index.php/Annual_Report_materials) (see Contents on the last page of this report)

We will continue to add information to this area. Please send an email to [generalsecretary@servas.org](mailto:generalsecretary@servas.org) if you see any errors, or have other information that you think would be useful to display on this site.

### **Highlights of Accomplishments from September 2009 to June 2010:** *(Comments in italics where help is needed)*

#### SI Areas:

- Area Coordinator election guidelines and process drafted and tested with the South America AC election
- South America Area Coordinator elected - Jaime Romero
- Central America Area Coordinator election process begun

#### Committees

- Membership Committee appointed
- Stamp Fee Committee appointed, and recommendation received, to be decided in November 2010 Distant Vote
- Host List Reliability Team created, 3 year schedule defined and 2010 survey in progress
- SI Committee list published
- Development Committee has met (via Internet/telephone) several times
  - they have contacted many developing Servas National Groups
  - they are working with the Host List Coordinator on Host List reliability
  - identified the need for Regional Ambassadors
  - they are preparing to manage the Development Funds
  - review of on-line application form data done by Mary Jane Mikuriya
- SI News Editor has created a web site and a Twitter page; the SI News is scheduled to be published in the summer  
*(SI News Editor is asking for helpers for distribution of newsletter – and member group Buddy help to groups who cannot afford to do local printing.)*

#### ICT (Information, Communications and Technology) Team, ServasOnLine

- ICT contract administrator appointed
- Servas computer server upgraded
- Host Dolphin is being maintained and improved, and new National Groups are moving their data onto it
- Dolphin Key List and email forwarding is being used and understood by more Key People in national Groups, thanks to the great efforts of the Dolphin Team

- ServasOnLine moving forward, many helpers contributing (*room for more volunteers*)
  - overall plan written (by Jessica Andrades), documenting decisions at the 2009 GA
  - definition of what ServasOnLine needs to do – the user requirements (Use Case Team)
  - developers meeting held
  - technical structure for Dolphin, ServasOnLine and the connections between them defined
  - plan outlined for a prototype to be tested in September and October 2010
  - agreement drafted to support ServasOnLine development

#### Distant Vote

- Distant Vote schedule defined
- Nov 2010 DV process begun

#### Peace Secretary

- Appointed Jaime Romero to represent Servas at Copenhagen conference
- Agreement signed with El Bosque University, Colombia, to advance the Servas Peace Course
- Peace course given at US AGM and 2009 Youth meeting
- Replied to UNESCO's call for proposals for peace activities with a proposal for Servas Peace Course train-the-trainers
- UN Observers assigned

#### Financial

- 2010 working budget defined
- Expense approval process defined
- Request for 2009 Stamp Fees sent
- Request for ServasOnLine levy sent
- ServasOnLine accounting method defined
- Internal Audit Report 2008 and External Audit Report 2008 accomplished
- 2008 financial year closed and documentation ready for approval
- Stamps for 2010 for LOI's sent to most countries by the end of February 2010
- No major delays in current advance settlements (period from Sept. 2009 to May 2010, an additional result of the Spinea ServasOnLine meeting)
- Established SI Budget Committee

#### Youth

- 2010 Youth conference held in Mexico in April 2010
- Planning has begun for the 2011 Youth conference in Africa

#### Administration

- A Siexco web site area has been created containing SI Information for National Secretaries
- Action Chart for 2009 GA decisions created and published
- Swiss address defined
- SI registration - lawyer contacted and initial information received
- Established 'country@servas.org' will be used to as the way the General Secretary communicates with National Secretaries
- Request for Annual Report Sent; 47 received by June 1, 2010
- SI Statutes and Distant Vote Regulations updated and published
- Minutes from all EXCO meetings published
- Member country list published
- 2009 Annual Reports summary published

## **Plans for June to December 2010**

The GA Action Chart, found under '1 2009 Servas International General Assembly Decisions', describes the action plans for the 2009 GA decisions. Work is also continuing in EXCO and the SI Committees on their normal activities.

You will see that many volunteer opportunities are coming up. *Please join the volunteers already working for SI – it is fun and rewarding! Send an email to [exco@servas.org](mailto:exco@servas.org) for more information or to tell us what you are interested in doing.*

Highlights include:

- ServasOnLine prototype testing
- 2010 SI Newsletter distribution
- Create Policy and Procedures Working Group
- Create Proxy Voting Working Group
- Create Working Group to document how to handle feedback and complaints concerning hosts and travelers.
- Begin process of organizing the 2012 General Assembly
- Central America Area Coordinator election
- Finalize Area Coordinator election guidelines and Job Description
- First Host List Reliability survey completed
- Many Youth SYLE participants
- Progress on SI Registration
- Nov 2010 Distant Vote
- Begin process for May 2011 Distant Vote
- 2009 Audit report

## **Biggest Challenge**

The biggest challenge is that we need more people to get involved. The volunteers currently working for SI are overworked and getting tired. We need new ideas and energy to keep the momentum going between General Assemblies.

Respectfully submitted by

### **Servas International EXCO**

Gary Sealey, President  
Pramod Kumar, Vice President  
Mirek Wasilewski, Treasurer

Penny Pattison, General Secretary  
Pablo Colangelo, Host List Coordinator  
Kim Jong Soo, Peace Secretary

## **Contents of Siexco Secretary Page**

[http://www.servas.org/siexco/index.php/Annual\\_Report\\_materials](http://www.servas.org/siexco/index.php/Annual_Report_materials)

NOTE: This page, as well as the pages for the Treasurer, Host List Coordinator and Peace Secretary, will change continually as we move documents to them and as new events occur. Please check them regularly!

### 1 2009 Servas International General Assembly Decisions

#### 2 EXCO Materials

2.1 EXCO meeting minutes

2.2 EXCO status reports

2.3 Biographies

2.3.1 Penny Pattison

2.3.2 Pablo H Colangelo

2.3.3 Steve Raphael

2.4 Others

#### 3 Distant Vote

3.1 Nov 2010 DV

3.2 May 2011 DV

3.3 Nov 2011 DV

3.4 May 2012 DV

#### 4 SI Documents

4.1 SI Statutes

4.2 Distant Vote Regulations

4.3 List of Member Countries

#### 5 2009 Annual Reports

5.1 Summary Comments Spreadsheet

5.2 Each Report

#### 6 Useful Links

6.1 Servas website

6.2 SI News site

6.3 Youth website

6.4 Dolphin

#### 7 Area Coordinators

7.1 East Asia

7.2 Southern Africa

7.3 Central America

7.4 South America

#### 8 SI Committees

8.1 Archivist

8.2 Audit Committee

8.3 Conflict Resolution Committee

8.4 Development Committee

8.5 Distant Vote Administrator

8.6 Dolphin Team

8.7 Help Desk

8.8 ICT

8.9 Job Description and Statutes Committee

8.10 Membership Committee

8.11 Newsletter Editor

8.12 Nomination Committee

8.13 ServasOnLine

8.14 Stamp Fee Committee

8.15 Youth