

**Servas International**  
**SI Exco email decisions**  
**September 16, 2018 to October 5, 2018**

Version: 2

Participants: **Jonny Sägänger (JS); Ann Greenhough (AG); Penny Pattison (PP); Radha Radhakrishna (RBR); Pablo Colangelo (PC); Danielle Serres (DS)**

*Actions are identified in Italics and Underline. A summary of action items is at the end of the minutes*

**Decisions and Motions are in bold**

1. **2018/9/18:** Funding was approved for Nana Jirashvili as delegate for Servas Georgia at SICOGA 2018. Now she is unable to attend because of medical problems. SI Exco agrees the transfer of the funding to Marianna Zonenberg, for the same amount as previously approved, covering a contribution towards travel costs and the registration fee. **Passed**
2. **2018/9/24:** To give credit to Servas Malawi of CHF 100 for their lost unused 2017 stamps, since the stamps were never used and no LOIs were issued during the year. **Passed**
3. **2018/9/25:** To create a new line item in the SICOGA 2018 budget for 300 USD to produce SICOGA 2018 buttons for all participants, and remove the SICOGA 2018 Handbook budget line, since SI Exco and Servas Korea have agreed that the SICOGA 2018 Handbook will not be printed as planned. **Passed**
4. **2018/9/25:** To accept the replacement of Chloe Mason with Craig Melrose, both Servas Australia members, due to the last minute cancellation of Chloe Mason' attendance for personal reasons. **Passed**
5. **2018/9/25:** To allow Andreas Becker to register now for SICOGA 2018 because has been nominated to run for SI Membership and Technology Secretary. **Passed**
6. **2018/9/25:** To post the Sep 16, 2018 minutes and any email decisions we have been made up until then, on or about October 5, 2018. Any subsequent SI Exco decisions will be posted at or after the 2018 conference. **Passed**
7. **2018/10/3:** To accept the replacement of Barbara Su with Chen Hsing Ming, both Servas Taiwan members, due to the last minute cancellation of Barbara Su's attendance for personal reasons. **Passed**
8. **2018/10/3:** To use up to 400 USD of the Servas promotion 2018-2019 budget to
  - a) buy a license for a Social Media Wall (SMW) during the 30 days period, starting before SICOGA 2018. The SMW will be used before, during and after SICOGA
  - b) buy a license for the show of the film "The Dialogue" during a SICOGA event in Seoul between 16.00-18.00 on October 19. The cost includes the license to show the film, a concept with a discussion setup.**Passed**
9. **2018/10/5:** That SI Exco approve the draft minutes of the September 16, 2018 meeting, Version 2. **Passed**
10. **2018/10/5:** That SI Exco approve the attached list of email decisions made since the Sept 16, 2018 meeting, including the final list of outstanding Action Items for SI Exco 2015 - 2018. **Passed**
11. **ServasOnline status report:** See Appendix 1 below

## Outstanding Action Items

### **Action items from 16 September 2018 meeting:**

- Action: RBR will include an explanation of the 2018/2019 projections and how it affects our vision in the DAY 2-1 session on Future Vision for Servas.
- Action: AG will discuss integrating 'SPA-ITA-001 Change of Youth Committee Structure and leadership' into this motion
- Action: PC will move Exco 2015-2018 files from Dropbox to Nextcloud on a future scheduled date and time
- Action: AG will write to those who have not claimed their travel refund, to remind them that they will not be able to get a cash refund at the conference
- Action: JS will send SI Exco the reply from Credit Suisse
- Action: AG will write to Youth asking them to bring laptops (instead of tablets) if they can
- Action: AG will do a survey of the skills of the Youth, and share it with SI Exco

### **Action items from 19 August 2018 meeting:**

- Action: RBR and JS will plan the 'Vision for the Future of Servas' session for Day 2-1 of the conference
- Action: DS and RBR will continue to search for more Facebook moderators in different time zones

### **Action items from 10 June 2018 meeting:**

- Action: JS will notify SI Exco when the addition of Gulsen Elyak to the Credit Suisse online account and the removal of William d'Souza has been completed

### **Action items from 20 May 2018 meeting:**

- Action: PC will post the information about the SWGs on the official Facebook page

### **Action items from 22 April 2018 meeting:**

- Action: AG will provide a brief outline of the planned SI Development Plan, which will use Africa as an example, for the SICOGA 2018 reminder letter, by May 4, 2018
- Action: JS will provide a brief outline of the planned Youth presentations for the SICOGA 2018 reminder letter by May 4, 2018

### **Action items from 15–19 March 2018 meeting:**

- Action: AG will write to US Servas Complaints Committee and ask them to draft a job description for the Conflict Resolution Committee
- Action: RBR will prepare a simple explanation of accounting in advance of the GA, and present a session at the GA
- Action: RBR will provide an advanced copy to AG for translation
- Action: PC will try to ensure that every country with a funded delegate has put their members on ServasOnline
- Action: AG write words to update "Making Connections" servas.org page May 1, 2018, which JS will post
- Action: JS will create an "Innovations Project" page on servas.org and will get content from Innovation Group lead person
- Action: JS will create a "Youth and Families" page on servas.org, and will get content from the Youth Committee convenor

- Action: PC will prepare ongoing reports on the status of ServasOnline in each country, leading up to SICOGA 2018
- Action: AG will extract replies regarding ServasOnline from delegate funding applications and send them to [servasonline@servas.org](mailto:servasonline@servas.org)

**Action items from 14 January 2018 meeting:**

- Action: Each SI Exco member will prepare for the Feb 18, 2018 meeting:
  - Pros, cons and comments on the Servas Vision documents
  - Up to 5 particular items to comment on, and put them into a separate document, with clear references to what they are commenting on
- Action: JS and PC will complete the text of the official public update about ServasOnline after receiving questions from DS

**October 29, 2017 Action Items Not Completed**

- Action: PC will ask Bernard how he could access the data about enquiries to join Servas as a step to identifying the outcomes, that is, how many of those making an enquiry finally become members.
- Action: AG will promote Emmaus as one of the topics for the proposed shared interest networks to be publicised soon.

**August 20, 2017 Action Items Not Completed**

- Action: PC will define the ServasOnline specific administrative tools required

**Mar 30 – Apr 2, 2017 Action Items not completed (may be completed, not discussed):**

- Action: Bernard will look into what search key words are set up for servas.org (which affects when servas.org comes up with an online search)

**October 16, 2016 Action Items not completed:**

- Action: PC will ask Servas France how they managed the hosts without easy internet access, without email addresses, or without unique email addresses for different household members, when converting their data to ServasOnline
- Action: PC will consult and recommend on how to handle Servas members who do not have internet or email accessibility

**April 08 - 12, 2016 Action Items not completed:**

- Action: AG will bring a proposal to SI Exco re: links with FEE and inviting travelers to offset their travel through FEE – in progress

## **Appendix 1            Transition to ServasOnline – status October 2018**

*“JS and PC will arrange for a ‘Transition to ServasOnline’ report, to give a ‘reality check’ as to how many ServasOnline listings are complete, and what seem to be realistic timeframes to complete the transition to replacing the HLSA with host listings on ServasOnline. The report should also indicate estimated timeframes to replace the Key Dolphin functions”*

*“PP and JS will instruct all delegates to know the status of ServasOnline in their country”*

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### **Beginning of October 2018, there are 10,975 profiles in ServasOnline.**

#### **1. Countries having their members in ServasOnline with useful profile data:**

Australia, Austria, Belarus, Brazil, Britain, Cambodia, Canada, Chile, Costa Rica, Cuba, Czech Republic, Denmark, Finland, France, Gambia, Guatemala, Hungary, India (very recently), Iran, Ireland, Japan, Jordan, Kenya, Lebanon, Luxembourg, Mali, Malta, Mongolia, Netherlands, New Zealand, Rwanda, Saudi Arabia, Singapore, Slovakia, South Africa, Spain, Sweden, Switzerland, Tanzania, Turkey.

Among those having more than 40 members, around ten have chosen individual profiles. Fifteen others preferred creating household profiles, avoiding each member to have a personal email, which is in fact the case in many families. This is a big issue to solve in the near future, as ServasOnline was designed for individual profiles. This relates also to the LOI: should joint LOIs (LOI for two or three persons) be valid? With two, three eStamps on it? Or an eStamp with double or triple value?

The experience shows that the members aren't much "interested" to update their data, which has made and still makes key persons of many countries work hard to motivate them. This entails a question: were the pdf host lists accurate in the past (before Servasonline)? Or weren't they? ServasOnline has permitted to question this fact and has enabled key persons in different countries to tackle the problem and update their host lists (which sometimes was a herculean job!)

#### **2. Countries having their members in ServasOnline with not enough useful profile data:**

Argentina, Belgium, Cameroon, Colombia, Malta, Moldova, Mongolia, Nicaragua, Paraguay, Taiwan, Uganda, Vietnam

3. The following others are quite ready for the transfer, but are waiting for some fixes or modifications on the website before transferring the profiles: *Germany, Italy, USA, Israel*. *When these four countries are loaded in ServasOnline, 95% of the Servas community will be in the members' database*. Hopefully, if things go on with the same energy and resources, it will happen within the first months of 2019.

4. The ServasOnline team has already contacted the following countries in order to motivate them to load their host list, add missing members or update their data on the database: China, Korea, Norway, Netherland, Pakistan, Peru, Poland, Portugal. The team offers to help entering the data or filling in the import template file.

5. The following countries, having more than ten members, should be contacted to consider entering their members in ServasOnline: Bangladesh, Benin, Bolivia, Botswana, Bulgaria, Croatia, Honduras, Kazakhstan, Kyrgyzstan, Lithuania, Nigeria, Romania, Sierra Leone, Slovenia, Sri Lanka, Togo, Emirates, Zambia.

6. No country has addressed a formal refusal to join ServasOnline as far as we know (even Greece has their 13 profiles in the base).

### **Main goals to achieve as soon as possible:**

- . A dedicated experienced team of volunteers, paid professionals and an adequate budget.
- . Each member to locate her/himself on the map, load a photo, check the language fluencies, fill in the person with whom they live.
- . Each key person to check the validity of their members email address, hosting data, including map location, membership validity, LOI validity, photo.
- . Each country board to contact their members having obsolete or empty data to update it. Motivate, show and teach how to use ServasOnline.
- . Each country to build their pdf host list from ServasOnline and load it in the Dolphin HL storage area.
- . All key persons to have a profile on ServasOnline.

By Bernard Andrieu      2018-10-05