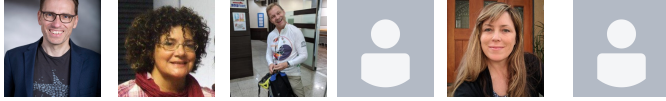


SI Exco meeting 2020-02-09 UTC 14.00-16.00

Participants: Carla Kristensen (CK), SI Vice President, Radha B. Radhakrishna (RBR), SI Treasurer, Kiat Yun Tan (KT), SI General Secretary, Jonny Sägänger (JS), SI President, Paige LaCombe (PLC), SI Peace Secretary, Andreas Becker, SI Membership & Technology Secretary



Andreas Becker Carla Kristensen Jonny Sägänger Kiat Y Tan Paige LaCombe Radha Radhakrishna

[Carla Kristensen](#)

[Kiat Y Tan](#)

[Paige LaCombe](#)

[Andreas Becker](#)

[Jonny Sägänger](#)

[Radha Radhakrishna](#)

Preannounced difficulty to participate:

Goals

Being on track with fulfilling SIGA2018 decisions and SI Exco tasks according to the SI statutes.

Minutes recording: *Kiat Yun Tan (KT)*

Time keeper: Paige LaCombe (PLC)

Criteria for agenda items

Items are in priority order.

Decision Item= needs immediate decisions. Only short discussion.

Discussion and Decision Item=Item that requires discussion & possibly involves decision

Discussion Item=Item that involves discussion and brainstorming

Update (on earlier SI Exco decisions)=normally written in SI Exco members monthly status report; only short discussion

Information item=normally written in SI Exco members monthly in status report; only short discussion

Time	Item	Who	Reference	Decision, including action item, who's responsible and her /his deadline.
13.45-14.00	Chit-chat: "Social round"	optional		
14.00-14.05	Today's agenda: Any important last minute items for the agenda?	Jonny Sägänger Kiat Y Tan		Decision/action: Who: Deadline:

14.05-14.10	Information item: A) Adoption and upload of minutes from previous meetings? B) Email SI Exco decisions since last meeting?	Kiat Y Tan		Decision/action: A) previous meeting minutes have been uploaded B) none Who: Deadline:
14.10-14.40	Update (on earlier SI Exco decisions): SI budget for 2020/2021	Jonny Sägänger Radha Radhakrishna Andreas Becker Carla Kristensen	SI budget for 2020/2021 A) Update on SI Exco members' input to budget plan for SI April 1 2020–March 31 2021 (RBR) • Insert weblink to RBR's budget document for 2020-2021 (JS, RBR) B) ServasOnline System maintenance and development Servas Online + ICT Budget monitoring Short list description of main maintenance and development actions (AB, JS) C) JS motion about budget plan for SI April 1 2020–March 31 2021. Click here or here to go to the draft motion. D) Timeline for SI Exco decision about budget plan for SI April 1 2020–March 31 2021	Decision/action: <input type="checkbox"/> Jonny Sägänger , Radha Radhakrishna , Andreas Becker , 19 Feb 2020 : Exco decides that JS, RBR,AB will rephrase the Draft Motion on April 1 2020–March 31 2021 budget Who: Deadline: 19 Feb 2020
14.40-14.45	Decision Item Servas Hong Kong request	Jonny Sägänger	Servas Hong Kong request connected to corona virus	Decision/action: Kiat Y Tan Deadline: <input type="checkbox"/> Kiat Y Tan , 16 Feb 2020 : will answer the NS of Servas Hong Kong & send her request to member groups. Who: Kiat Y Tan
14:45–14:55	Information item: The term "Servas Group" on servas.org	Jonny Sägänger Andreas Becker	Questions about the term "Servas Groups" on servas.org	Decision/action: <input type="checkbox"/> Andreas Becker 16 Feb 2020 will ask ServasOnline Team to send a wording proposal to exco@servas.org Who: Andreas Becker Deadline: 16 Feb 2020
14:55–15:00	Update (on earlier SI Exco decisions): SI Annual Report 2019	Kiat Y Tan Jonny Sägänger	SI Annual Report 2019 for: A) Servas countries B) SI officers and other key persons	Decision/action: SI Annual Report 2019 for: A) Servas countries -sent out on February 9. <input type="checkbox"/> B) Kiat Y Tan 12 Feb 2020 SI officers and other key persons will be sent. Who: Kiat Y Tan Deadline: 12 Feb 2020
15:00–15:10	Stretch Legs			
15:10–15:20	Discussion and Decision Item: Data processing agreement	Andreas Becker Jonny Sägänger	Data processing agreement between SI & Servas member countries/ member groups. How to move on? Background information see SI data processing agreement (GDPR compliant) (AB)	Decision/action: <input type="checkbox"/> Jonny Sägänger Andreas Becker 29 Feb 2020 SI Exco decides that JS & AB will sign the agreement on behalf of SI Exco. Who: Jonny Sägänger Andreas Becker Deadline: 29 Feb 2020
15:20–15:25	Update: Request for SICOGA funding	Jonny Sägänger Radha Radhakrishna	Request to member countries to find out if they may have the potential to finance the next SI GA/SICOGA. Click here or here and retrieve the request letter. Request letter in Nextcloud. Request letter in Dropbox.	Decision/action: <input type="checkbox"/> Jonny Sägänger , Radha Radhakrishna , 16 Feb 2020 , send out letter to request for SICOGA financing to Servas Groups Who: Jonny Sägänger Deadline: 16 Feb 2020

15:25–15:40	Open space for SI Exco member's proposed items	Kiat Y Tan Paige LaCombe Andreas Becker Carla Kristensen Jonny Sägänger Radha Radhakrishna	Servas India query: should presentation of a Letter of introduction, LOI, be a pre requisite for registration for Servas events? Action: proposal for a SI Exco recommendation (JS)	Decision/action: <input type="checkbox"/> Carla Kristensen 16 Feb 2020 Not compulsory to bring LOI, it depends on the respective country organisers whether LOI is a pre requisite for registration of Servas events. Carla Kristensen will write text for SI News Bulletin and other SI communication channels. Who: Carla Kristensen Deadline: 16 Feb 2020
15:40–15:55	Update: SI Exco member's verbal and written reports.	Kiat Y Tan Paige LaCombe Andreas Becker Carla Kristensen Jonny Sägänger Radha Radhakrishna	Please upload your written reports in Nextcloud, 48 hours before the meeting starts. Insert the weblink to your report in Nextcloud here . Click on the name and you will be sent to the individual reports in Nextcloud. Jonny Sägänger Carla Kristensen	Decision/action: Who: Deadline:
15:55–16:00	Next meetings – time and dates		Proposals: (Proposed regular time: third Sunday every month UTC 14.00-16.00 (1 hour later during summer months). The time and/or date gets adjusted if the ServasOnline Team meeting date is adjusted) 2020-04-19 UTC 14.00-16.00 2020-05-17 UTC 14.00-16.00 2020-06-21 UTC 14.00-16.00 2020-07-19 UTC 14.00-16.00 2020-08-16 UTC 14.00-16.00 2020-09-20 UTC 14.00-16.00 2020-10-18 UTC 14.00-16.00 2020-11-15 UTC 14.00-16.00 2020-12-20 UTC 14.00-16.00	Decision/action: Next SI Exco meeting: 2020-03-22 UTC 14.00-16.00
Time?	End of meeting: 16.00 UTC	Paige LaCombe		

Description	Due date	Assignee	Task appears on
<input type="checkbox"/> 17 Nov 2019 : B1)CK will write the text for SI Making Connections Directory & will work with AB on the structure requirements of the programmers.	17 Nov 2019		SI Exco meeting 2019-11-10 UTC 14.00-16.00
<input type="checkbox"/> 17 Nov 2019 : C)JS & KT will create a list of documents which could be moved from the public domain to "members only" area.	17 Nov 2019		SI Exco meeting 2019-11-10 UTC 14.00-16.00
<input type="checkbox"/> 13 Dec 2019 : RBR will make a proposal on written requirements for when the Exco (or others) needs to approve contracts, invoices.	13 Dec 2019		SI Exco meeting 2019-11-10 UTC 14.00-16.00

<input type="checkbox"/>	b) Carla Kristensen , 17 Dec 2019 : send out answer to Sierra Leone	17 Dec 2019	Carla Kristensen	SI Exco meeting 2019- 12-15 UTC 14.00- 16.00
<input type="checkbox"/>	Action: Carla Kristensen, Andreas Becker : create mini-agenda/ list of questions for this "brainstorming session", Deadline: 12 Jan 2020	12 Jan 2020	Carla Kristensen	SI Exco meeting 2019- 12-15 UTC 14.00- 16.00
<input type="checkbox"/>	Kiat Y Tan , 22 Jan 2020 will send out the questionnaire on Jan 22.	22 Jan 2020	Kiat Y Tan	SI Exco meeting 2020- 01-19 UTC 14.00- 16.00
<input type="checkbox"/>	Andreas Becker , 26 Jan 2020	26 Jan 2020	Andreas Becker	SI Exco meeting 2020- 01-19 UTC 14.00- 16.00
<input type="checkbox"/>	Jonny Sägänger , Radha Radhakrishna , 02 Feb 2020 will send a request to potential member countries that may have the potential to finance the next GA	02 Feb 2020	Jonny Sägänger	SI Exco meeting 2020- 01-19 UTC 14.00- 16.00
<input type="checkbox"/>	B) Kiat Y Tan 12 Feb 2020	12 Feb 2020	Kiat Y Tan	SI Exco meeting 2020- 02-09 UTC 14.00- 16.00
<input type="checkbox"/>	Carla Kristensen 16 Feb 2020 Not compulsory to bring LOI, it depends on the respective country organisers whether LOI is a pre requisite for registration of Servas events.	16 Feb 2020	Carla Kristensen	SI Exco meeting 2020- 02-09 UTC 14.00- 16.00
<input type="checkbox"/>	Jonny Sägänger, Radha Radhakrishna , 16 Feb 2020 , send out letter to request for SICOGA financing to Servas Groups	16 Feb 2020	Jonny Sägänger	SI Exco meeting 2020- 02-09 UTC 14.00- 16.00
<input type="checkbox"/>	Kiat Y Tan, 16 Feb 2020 : will answer the NS of Servas Hong Kong & send her request to member groups.	16 Feb 2020	Kiat Y Tan	SI Exco meeting 2020- 02-09 UTC 14.00- 16.00
<input type="checkbox"/>	Andreas Becker 16 Feb 2020 will ask ServasOnline Team to send a wording proposal to exco@servas.org	16 Feb 2020	Andreas Becker	SI Exco meeting 2020- 02-09 UTC 14.00- 16.00
<input type="checkbox"/>	Jonny Sägänger Carla Kristensen Radha Radhakrishna , 16 Feb 2020 will present	16 Feb 2020	Jonny Sägänger	SI Exco meeting 2020- 01-19 UTC 14.00- 16.00
<input type="checkbox"/>	Jonny Sägänger , Radha Radhakrishna , Andreas Becker , 19 Feb 2020 : Exco decides that JS. RBR,AB will rephrase the Draft Motion on April 1 2020–March 31 2021 budget	19 Feb 2020	Jonny Sägänger	SI Exco meeting 2020- 02-09 UTC 14.00- 16.00
<input type="checkbox"/>	Jonny Sägänger Andreas Becker 29 Feb 2020 SI Exco decides that JS & AB will sign the agreement on behalf of SI Exco.	29 Feb 2020	Jonny Sägänger	SI Exco meeting 2020- 02-09 UTC 14.00- 16.00
<input type="checkbox"/>	Andreas Becker Carla Kristensen same as 1400-1405 above		Andreas Becker	SI Exco meeting 2020- 01-19 UTC 14.00- 16.00
<input type="checkbox"/>	Kiat Y Tan		Kiat Y Tan	SI Exco meeting 2020- 01-19 UTC 14.00- 16.00
<input type="checkbox"/>	Radha Radhakrishna will provide SI Exco with		Radha Radhakrish na	SI Exco meeting 2019- 12-15 UTC 14.00- 16.00

a)CK to create some guidelines on visa applications

SI Exco meeting 2019-11-10 UTC 14.00-16.00

Description	Due date	Assignee	Task appears on
<input checked="" type="checkbox"/> Andreas Becker 25 May 2019 : <i>Action: AB will present amended proposal of the guidelines on organizing Servas ICT to the Exco for the Exco to vote on.</i>	25 May 2019	Andreas Becker	SI Exco meeting 2019-05-19 UTC 14.00-16.00
<input checked="" type="checkbox"/> 26 May 2019 , Kiat Y Tan will share when initiating the compilation of country reports with Jonny Sägänger .	26 May 2019	Kiat Y Tan	SI Exco meeting 2019-05-19 UTC 14.00-16.00
<input checked="" type="checkbox"/> Kiat Y Tan , 30 May 2019 : <i>Action: KT will post April 28, 2019 minutes</i>	30 May 2019	Kiat Y Tan	SI Exco meeting 2019-05-19 UTC 14.00-16.00
<input checked="" type="checkbox"/> 16 Jun 2019 Radha Radhakrishna Jonny Sägänger Action: JS & RBR will present draft document not later than at the next SI Exco meeting June 16.	16 Jun 2019	Radha Radhakrishna	SI Exco meeting 2019-05-19 UTC 14.00-16.00
<input checked="" type="checkbox"/> Action deadline: 15 Sep 2019 Kiat Y Tan to have SI Exco meeting minutes 2019-06-16 uploaded on servas.org.	15 Sep 2019	Kiat Y Tan	SI Exco meeting 2019-08-18 UTC 14.00-16.00
<input checked="" type="checkbox"/> Andreas Becker , Carla Kristensen , 04 Nov 2019 : prepare the proposal on how to move on	04 Nov 2019	Andreas Becker	SI Exco meeting 2019-10-27 UTC 14.00-16.30
<input checked="" type="checkbox"/> 17 Nov 2019 : PL & AB will ask the Roadmap Team to carry out a consultation process with National Secretaries and other relevant parties regarding the standardization in Servas membership fee structure.	17 Nov 2019		SI Exco meeting 2019-11-10 UTC 14.00-16.00
<input checked="" type="checkbox"/> 13 Dec 2019 : PL will inform the Nomination Team about the financial difficulty in holding the next SICOGA	13 Dec 2019		SI Exco meeting 2019-11-10 UTC 14.00-16.00
<input checked="" type="checkbox"/> Andreas Becker will add a number of questions for the discussion. Deadline 17 Dec 2019	17 Dec 2019	Andreas Becker	SI Exco meeting 2019-12-15 UTC 14.00-16.00
<input checked="" type="checkbox"/> Action: Kiat Y Tan provide Exco members with the current draft of the questionnaire, 25 Dec 2019	25 Dec 2019	Kiat Y Tan	SI Exco meeting 2019-12-15 UTC 14.00-16.00
<input checked="" type="checkbox"/> Action: Andreas Becker , Kiat Y Tan , Jonny Sägänger : show how to do that, Deadline: 02 Jan 2020	02 Jan 2020	Andreas Becker	SI Exco meeting 2019-12-15 UTC 14.00-16.00
<input checked="" type="checkbox"/> Andreas Becker will provide SI Exco with figures on SI ICT, including ServasOnline, for current financial year + Forecast for spending on SI ICT, including ServasOnline, for current financial year. deadline: 03 Jan 2020	03 Jan 2020	Andreas Becker	SI Exco meeting 2019-12-15 UTC 14.00-16.00
<input checked="" type="checkbox"/> Action: Carla Kristensen , Paige LaCombe will revise the documents and present them to all Exco members, Deadline: 15 Jan 2020	15 Jan 2020	Carla Kristensen	SI Exco meeting 2019-12-15 UTC 14.00-16.00

<input checked="" type="checkbox"/> Action: Jonny Sägänger , Andreas Becker , Carla Kristensen will discuss members only area in January and report to SI Exco in January aboEut the plan to proceed. Deadline: 19 Jan 2020	19 Jan 2020	Jonny Sägänger	SI Exco meeting 2019- 12-15 UTC 14.00-16.00
<input checked="" type="checkbox"/> Andreas Becker , 21 Jan 2020 will send two additional questions to KT.	21 Jan 2020	Andreas Becker	SI Exco meeting 2020- 01-19 UTC 14.00-16.00
<input checked="" type="checkbox"/> Andreas Becker , 25 Jan 2020 will send message to Servas Germany.	25 Jan 2020	Andreas Becker	SI Exco meeting 2020- 01-19 UTC 14.00-16.00
<input checked="" type="checkbox"/> Action: Paige LaCombe will send a message to JE with the above information together with the following questions:		Paige LaCombe	SI Exco meeting 2019- 12-15 UTC 14.00-16.00