

Servas International
SI Exco Teleconference
Saturday May 17, 2014 13:00 – 15:30 UTC/GMT
Over Skype

Version: 4

Participants: **Jonny Sägänger (JS); Danielle Serres (DS); Mirek Wasilewski (MW); Arnoud Philippo (AP)**

Announced absence: **Ann Greenhough (AG)**

Not announced absence: **Jaime Romero (JR)**

Absents: **Ann Greenhough (AG), Jaime Romero (JR) excused by family health problems by mail**

Minutes Recorder: **Penny Pattison (PP)**

NEXT MEETING: June 7, 2014 beginning at 15:00 GMT

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. Chit-chat before the meeting began.

Meeting began at 13:10 UTC/GMT.

2. Today's agenda (review and agreement)
 - The Agenda was approved as amended
3. Adoption of minutes from previous meeting
 - a. March 15, 2014
 - **MOTION: The March 15, 2014 minutes (version 2) be approved. Passed**
 - b. March 27th-30th 2014
 - **MOTION: The March 27-30, 2014 minutes (version 4) be approved. Passed**
 - Action: JS will arrange for David to prepare a summary of the Mar 27-30, 2014 meeting minutes by May 24, 2014, which will be sent to SI Exco; this is what will be published about the meeting
 - c. April 26, 2014
 - **MOTION: The April 26, 2014 minutes (version 3) be approved. Passed**
 - d. Past action items
 - DS and JS updated the past action items document
 - Action: AG, MW, JR and AP will update their past action items by May 24, 2014, using the version that contains Jonny and Danielle's updates
4. **SI Exco members updates 5 minutes each**
 - It was agreed that SI Exco members would openly communicate if their private lives mean that they have limited time for Servas work
 - a. Arnoud
 - Will produce update reports before the next SI Exco meeting for:

- Host list reliability project
- Facebook situation
- Servas start up contacts project
- Action: AP will send SI Exco and Penny the link to the Host List Reliability project responses

b. Danielle

- Prepared an SI news article about UN activities, and others about Peace activities.
- Submitted Final Job descriptions for UN observers and National Peace Secretaries to be endorsed by EXCO.
- Emphasized that the so-called SYLE program needs to be better defined and discussed
- Working on a September 2014 UN Human Rights meeting in Geneva; the UN Observer from Vienna plans to attend; the intention is to strengthen ties with like-minded organizations and to include Servas key people
- Recommends that the French to English translation of the ServasOnline contract be done by a hired translator

c. Jonny

- Sent a report of his activities
- Established contact with the Friendship Force International CEO; planning a Skype meeting and meeting with two FFI representatives in Stockholm at the end of May
- SI Exco status report: The reports have been compiled (except JR's); Michael Johnson will do the layout; the final document will be sent to SI Exco for review, before it is distributed to the Servas community
- SI Registration: Investigating Sweden as a possible country for registration
- Action: MW will send five questions to Magnus Adams, cc to JS, regarding registering in Switzerland

d. Mirek

- Outstanding items:
 - 2012 Financials
 - First draft of 2013 Financials
- Concerned about the banking relationship procedures
- Ongoing work related to stamps, financial information requests, SI Exco tasks and SIGA 2015

e. Jaime (from email received after the meeting)

- have been working on SI handbook with Pablo Colangelo
- waiting for the comments of the EXCO members to the SI handbook
- last week received 3 annual reports more and 5 NS promised to send their annual report next week
- preparing detailed report presenting his version of events

5. SIGA 2015

- A meeting with JS, AG, MW, Amir and Servas New Zealand was held
- It is a well-functioning group
- New Zealand and JS will provide SI News articles
- Action: JS will ensure broad distribution of the SI News
- New Zealand will present a proposed roles and responsibilities agreement
- **DECISION: SI Exco enthusiastically agreed that Amir Levy should participate in the SIGA 2015 meetings**

- Amir and JS have been discussing ideas to make the GA more democratic and to make it easier to participate before and during the GA; Amir is researching remote involvement; the proxy process will be included in the research
6. SI website project (ServasOnline)
- Design phase:
 - Finalizing dialogue and discussions with candidate companies/suppliers from India and France which have been chosen to each do part of the requirements
 - Next steps, planned to be completed by the end of June 2014:
 - Finalize discussions with the 2 proponents
 - Write the contracts in French
 - Translate the contracts into English
 - SI Exco approval
 - Development phase:
 - The developers will need input from SI Exco and others:
 - The look and feel
 - The content
 - The main messages to be communicated
 - A Webmaster will be required, who will have overall responsibility for content and website activity
 - 3 or 4 assistant webmasters will be needed, possibly representing different geographic areas
 - It appears that the Host List Coordinator position is evolving into one strongly linked to the webmaster role
 - SI Logo:
 - **DECISION: SI Exco agree with the proposed SI News first page with old SI logo and examples of member group logos for the next issue, and the introduction of the new SI logo, fonts and colours in an SI News article in that issue**
7. Current Website
- Currently Matthew is the only person with administration rights
 - AP reported no progress on defining content for the current site
 - **DECISION: If Matthew agrees that AP can help, AP should be given administrative rights to the current servas.org website**
 - Action: AP will contact Matthew offering help with maintaining the current servas.org website
 - Action: Ann and Jaime to develop content material for the current servas.org website
8. Stretch legs
9. Criticism from Servas national secretaries towards the current SI General Secretary and his actions as SI Area coordinator for SA
- Jonny has shared SI Exco's plan of action for solving the matter with the critical national secretaries. National secretaries have expressed satisfaction with SI Exco taking the matter seriously. SI GS cooperative to solve the situation.
10. Criticism from some Servas national secretaries towards the current SI General Secretary and his actions as SI Area coordinator for SA

- Jonny has shared SI Exco's plan of action for solving the matter with the criticism from **some** national secretaries. **Those** National secretaries have expressed satisfaction with SI Exco taking the matter seriously. SI GS **has been** cooperative to solve the situation.

11. Mexican traveler complaint

- Will be handled by email

12. **SI financial & economy:**

- See MW's report

13. Any other business/miscellaneous

- a. Job Descriptions for UN Observers and National Peace Secretaries approval by EXCO
 - Will be handled by email

14. **Next Exco meeting:** June 7, 2014 beginning at 15:00 GMT

15. Meeting ended at 15:40 UTC/GMT

May 17, 2014 Action Items:

3.b. Action: JS will arrange for David to prepare a summary of the Mar 27-30, 2014 meeting minutes by May 24, 2014, which will be sent to SI Exco; this is what will be published about the meeting

3.d. Action: AG, MW, JR and AP will update their past action items by May 24, 2014, using the version that contains Jonny and Danielle's updates

4.a. Action: AP will send SI Exco and Penny the link to the Host List Reliability project responses

4.c. Action: MW will send five questions to Magnus Adams, cc to JS, regarding registering in Switzerland

5. Action: JS will ensure broad distribution of the SI News

7. Action: AP will contact Matthew offering help with maintaining the current servas.org website
Action: Ann and Jaime to develop material for the current servas.org website

Action Items from Previous Meetings:

See previous minutes