

# Date and Time

UTC, Time Zone Sun, 21 April 2024 at 12:00-14:00  
 Social talk starts UTC 11:45.






Ottawa, Canada Sun, 21 April 2024 at 08:00 EDT  
 Brisbane, Australia Sun, 21 April 2024 at 22:00 AEST  
 New York, USA Sun, 21 April 2024 at 08:00 EDT  
 Stockholm, Sweden Sun, 24 March 2024 at 14:00 CET  
 Lisbon, Portugal Sun, 24 March 2024 at 13:00 WET  
 Paris, France Sun, 24 March 2024 at 14:00 CET  
 Mexico City, Mexico Sun, 24 March 2024 at 06:00 CST  
 Taipei, Taiwan Sun, 24 March 2024 at 20:00 IST





(Use the [Time Zone Converter](#) to calculate the above times)

# Meeting link

[meet.google.com/ckb-avze-wwb](https://meet.google.com/ckb-avze-wwb)

# Participants & Attendance

Participant	Photo	Position	Present (Y/N)
<a href="#">Radha Radhakrishna</a> (RBR)		SI President (SI P)	Y
<a href="#">Carla Kristensen</a> (CK)		SI Vice President (SI VP)	Y
<a href="#">Jonny Sågänger</a> (JS)		SI General Secretary (SI GS)	Y
<a href="#">Jim Leask</a> (JL)		Co-SI Membership & Technology Secretary (SI Co-MTS)	Y
<a href="#">Paul Nielsen</a> (PN)		SI Membership & Technology Secretary (SI MTS)	Y

<a href="#">Francisco Salomón Luna Aburto</a> (FSLA)		SI Peace Secretary (SI PS)	<b>Y</b>
<a href="#">Hsueh-mei Wang</a> (HW)		Co- SI Peace Secretary (SI Co-PS)	<b>Y</b>
<a href="#">Jon Corrado</a> (JC)		Co- SI Treasurer (SI Co-T)	<b>Y</b>
<a href="#">Richard Cabassut</a> (RC)		SI Treasurer (SI T)	<b>Y</b>

## Agenda and Minutes

Minutes recording: *JS supported by others*

Time keeper: *JS, FSLA*

Item	Reference, background material & discussion	Motions and Decisions (what, who, when)
<b>1.0 Meeting Initiation</b>		
1.1	Attendance and call to order	<b>Start of meeting: 12.00</b>
1.2	Agenda additions and modifications.	Decision: No additional agenda items.
<b>2.0 SI Exco Monthly Reports</b>		

2.1	<p><b>SI President Report (SI P) Report</b></p> <ul style="list-style-type: none"> <li>● Met with Servas Italy team on Zoom to discuss cooperation.</li> <li>● Participated in google groups on Servas motions for next E-SIGA. Participated in one of the zoom sessions set up for discussion.</li> <li>● Working with Costa Rica to arrange a North and Central American regional meeting in February 2025.</li> <li>● Working with Philip Olero to help with the Servas East Africa Regional meeting in August 2024.</li> <li>● Collaborated with the Finance Team on routine business.</li> <li>● Worked with the travel committee to review requests.</li> <li>● Worked with the Youth and Families Team.</li> <li>● Corresponded with various Servas member groups.</li> </ul>	
2.2	<p><b>SI Vice President (SI VP) Report</b></p> <ul style="list-style-type: none"> <li>● meetings related to the ongoing work with the content and design for www.Servas V02- Design &amp; Content Team</li> <li>● Uploaded news and events on facebook, instagram and on the webpage (both on servas.V01 and V02)</li> <li>● SIYNB is completed. I translated all articles into french and spanish and sent the drafts to CG (Spa) and IG (Fre) for revision. The SIYNB editor SR has been very busy, so all work has been considerably delayed. The english version is ready to send, and has been uploaded on servas.org</li> <li>● Meetings with : 1-the organizing team of the Servas Africa Conference, 2- RR (Italy) about Volunteer Opportunities project, 3- Paige &amp; Kent, about Servas Women project, 3- Servas Italy &amp; SI Exco</li> <li>● Continue working on spanish and french translations of servas.org. webpages.</li> <li>● Sent an email to NSs and Main Contacts with information about latest SI events <a href="https://servas.org/en/events-meetings">https://servas.org/en/events-meetings</a></li> </ul>	
2.3	<p><b>SI Membership and Technology (SI MTS) Report</b></p> <ul style="list-style-type: none"> <li>● Focused on finalising Servas.Org version 2.</li> </ul>	

2.4	<p><b>SI General Secretary Report (SI GS)</b></p> <p><b>EO-SIGA 2024</b></p> <ul style="list-style-type: none"><li>• Set up and convened together with other SI Exco members three global Q&amp;A sessions on April 13 and 14 for Servas key persons and other interested in different time zones. Few members attended the meetings, which could signal that the three motions for EO-SIGA 2024 are clear and easy to understand.</li><li>• Worked on a list of key individual members in the 72 SI Member Groups to identify which persons will have the mandate from their groups to vote in EO-SIGA 2024.</li><li>• Continuous dialogue with the SI Distant Vote Administrator PK of Servas India around the ongoing EO-SIGA democratic procedure.</li></ul> <p><b>Servas.org V2</b></p> <p>The release will be preceded by an announcement to all Main Contacts.</p> <ul style="list-style-type: none"><li>• Further development work on content and design for Servas.org V2.<ul style="list-style-type: none"><li>- Made agendas for - and convened - four Servas.org V2 meetings with servas.org V2 Design &amp; Content Team since March 24.</li></ul></li><li>• Follow-up on the document "<a href="#">Servas.org V2 content maintenance requests</a>" (volunteers requests and wishes for modifications on current servas.org V2 version)</li><li>• Researched and wrote additional texts on the theme "Who runs Servas" for servas.org V2.</li></ul> <p>Other work</p> <ul style="list-style-type: none"><li>• Sent reminders to SI Member Groups about their reports for SI Annual Report 2023 (SI AR 2023).</li><li>• Development work for the SI AR 2024.</li></ul>	
-----	--	--

2.5

**SI Peace Secretary Report (SI PS)****Servas in CSW**

- Collection of reports from all participants in the CSW event.
- Finalizing the first draft of the report on Servas participation in the event CSW. The final version will be sent in the following weeks.
- Discussion about the idea of the creation of a Servas Women group within Servas International.

**SERVAS ANNIVERSARY**

- Follow up, through the secretaries of peace, on the proposal to plant trees as part of the activities and Servas story competition to celebrate the 75th anniversary of Servas.

**International meetings**

- Collaboration with the organizing team of the International Servas meeting in Kenya.
- Collaboration with the organizing team of the Regional Servas meeting in Brazil.
- First approaches with Costa Rica for a regional meeting next year.

**Peace Schools**

- Collaboration in the promotion of the Peace Schools participation.

**SI Peace Forum**

- Organize the next Peace Forum, 1st of Jun. The topic is how to organize a youth camp.

2.6	<p><b>SI Treasurer Report (SI T)</b></p> <ul style="list-style-type: none"> <li>● Routine work on banking and accounting, collection of fees, disbursement of funds and managing budgets.</li> <li>● Correspondence with member groups responding to queries as and when required.</li> <li>● Participation in Travel Committee meeting</li> <li>● Preparation of annual report and audit (from 1/04/23 to 31/03/24): ; closing of accounting for this time , collection of data and calculation for these reports)</li> </ul>	-
<b>3.0 New and Continuing Business</b>		
3.1	<p><b>SICOGA 2025 Update (RBR)</b></p> <p>SICOGA 2025 in Dijon, France: Set up the first steering committee meeting with Servas France next week.</p> <ul style="list-style-type: none"> <li>● Steering Committee members</li> <li>● Date of meeting</li> </ul>	<p>Decisions: Volunteered for SICOGA steering committee: RBR Tech: PN Content &amp; program: JS, CK Finance: RC</p> <p>First meeting: UTC 12.00-13.30 April 27. Radha Radhakrishna to set up a meeting and send a link to everybody.</p>

<p>3.2</p>	<p><b>Servas.org V2 development update (JL/PN)</b></p> <ul style="list-style-type: none"> <li>● servas.org Version 2 (V2) is in beta. It is being used by many members and administrators from all groups</li> <li>● Have the Contextual help working (Thanks to Judy, Joseph and David)</li> <li>● Roles and emails have been updated and are ready for release.</li> <li>● Testing of all workflows is happening (Joseph, Paul, David)</li> <li>● Bugs are being fixed by Eliza and Jim</li> <li>● Some general presentation work has been done on the admin displays making lapsed members and Amikos clearer.</li> <li>● Joseph Lestand has been providing training for Admins.</li> <li>● Key tasks happening prior to release are:             <ul style="list-style-type: none"> <li>○ Testing workflows</li> <li>○ fixing issues identified by testing</li> <li>○ Group Admin training</li> </ul> </li> </ul> <p>Timeline:</p> <p>The timeline is dependent on many groups as there is work to do other than just development.</p>	<p><b>Action item:</b></p> <p>PN &amp; JL will list which countries:</p> <ul style="list-style-type: none"> <li>- have responded to the email invitation with an offer to train on workflows etc for servas.org V2</li> <li>- are being trained</li> <li>- should be reminded to confirm they have received and read the email.</li> <li>-</li> <li>● SI Exco members are requested to test servas.org V2. Concrete task: Log into servas.org V2. Use your administrator access to do all of the business process, including:             <ul style="list-style-type: none"> <li>- a new application / interview</li> <li>- member administration</li> <li>- travel estamp renewals</li> <li>- membership renewals</li> </ul> </li> </ul>
<p>3.3</p>	<p><b>Servas.org V2 Design &amp; Content Team Update (SV2 DCT)</b></p> <ul style="list-style-type: none"> <li>- Servas.org V2 Design &amp; Content Team describe the current design and content on the website.</li> <li>- Some outstanding work (which depends on collaboration with other persons and teams working on servas.org V2):             <ul style="list-style-type: none"> <li>● Completion of two texts about “Legal &amp; Policy”:                 <ul style="list-style-type: none"> <li>- Terms of Use</li> <li>- Privacy</li> </ul> </li> <li>● Other pages with dependencies (?)</li> </ul> </li> </ul>	<p><b>Decision:</b></p> <p>Re: deletion of personal data in servas.org V2: The person who is the point of contact in Servas Groups will have the administrator rights to completely delete personal data from an individual Servas member who belongs to her or his group and wishes this.</p> <p>CK/JS will let JL/PN know when content work is complete. After the server is updated, CK/JS will review and give a final okay.</p>

3.4	<p><b>Group @Servas.Org</b></p> <ul style="list-style-type: none"> <li>● The roles for all the Main Contacts - identified from the Postfix <a href="mailto:Group@servas.org">Group@servas.org</a> forwarding addresses have been entered into Servas.org. Once the scripts are established, the Group at Servas.Org email addresses will be drawn from: <ul style="list-style-type: none"> <li>○ Members with the role main Contact (can be more than one per group)</li> <li>○ The Main Contact email address for the Group on their group page (only one per group e.g. info@usservas.org)</li> </ul> </li> </ul>	<b>Tabled.</b>
3.5	<p><b>Meeting with Servas Member Group Boards - Update (RBR)</b></p> <ul style="list-style-type: none"> <li>● Meeting with Servas Italy on 6 April</li> <li>● More meetings to come</li> </ul>	<p>Discussion: CK suggested meetings where several Servas Groups - for example in regions like Europe and other - can meet and learn from each others' experiences.</p>
3.6	<p><b>Extraordinary SIGA 2024 (EO-SIGA) Update (JS)</b></p> <ul style="list-style-type: none"> <li>- The discussion forum in a Google Group was completed by the SI DVA PK.</li> <li>- Three Q&amp;A session were convened by JS.</li> <li>- The process is on schedule.</li> <li>- SI GS JS is preparing a list of names and email addresses for the SI MG representatives that will have a mandate from their groups to vote at EO-SIGA 2024. Deadline April 22. JS will share the list with the SI DVA.</li> </ul>	<p>JS gave a general update on EO-SIGA 2024. RBR gave an update on the Google Group discussion forum.</p>
3.7	<p><b>Update on onboarding of SI Distant Vote Administrator (JS, PN)</b></p>	<p>JS made an update.</p>
3.7	<p><b>Develop proposal for a new Environment Secretary at the SI Exco level</b></p> <ul style="list-style-type: none"> <li>● Discussion (RBR)</li> <li>● Please review draft motion <a href="#">here</a></li> </ul>	<p>Tabled</p>



3.8	<p><b>SINB-Y Update (CK)</b></p>	<p>The English version of the newsletter SINB-Y is ready to be disseminated to all Servas Groups. The Spanish and French versions will be sent out soon.</p>
3.9	<p><b>Annual Report Update (JS)</b>            Current Status on Annual Report 2023.</p> <ul style="list-style-type: none"> <li>• Almost all Servas Groups have submitted their annual reports.</li> <li>• The deadline is passed and no more reminders will be sent out.</li> <li>• Updated information about which Servas Groups and SI officers have submitted reports for 2023 and the actual reports are available here:</li> </ul> <p><a href="https://drive.google.com/drive/folders/1Z1T3e9eIEaDkVEcBY9Fyxa2iVoZhrwhn">https://drive.google.com/drive/folders/1Z1T3e9eIEaDkVEcBY9Fyxa2iVoZhrwhn</a></p> <p>For access you need to be logged in with your servas.me Google account.</p>	<p>JS gave a report.</p>
3.11	<ul style="list-style-type: none"> <li>• 3.10.1: Servas International Volunteer Opportunities Update (CK)</li> <li>• 3.10.2: SI Handbook Update Update (CK)</li> </ul> <p><a href="#">SI Handbook 2023 - Google Docs</a></p>	<p>Decision: Tabled.</p>
<p><b>4.0 Closing Procedures</b></p>		
4.1	<p><b>Future proposed meetings – time and dates</b></p> <p><b>2024</b>            2024-06-16            2024-07-21            2024-08-18            2024-09-15            2024-10-20            2024-11-17            2024-12-15</p>	<p><b>Next meeting:</b>            2024-05-19            UTC 12.00-14.00</p>

4.2	<b>Minutes Review and Approval</b> Review the minutes from today's meeting so they can be finalized.	
4.3	<b>End of meeting:</b>	<b>End of meeting: UTC 14.10</b>