

SERVAS INTERNATIONAL CONFERENCE AND GENERAL ASSEMBLY – SICOGA 2015

Totara Springs, Matamata, New Zealand

10 – 16 October 2015

Minutes

A General Assembly (GA) of Servas International was held at Totara Springs, Matamata, New Zealand from October 10 to 16 2015. These are the minutes of that meeting. The approved 2016 – 2018 budget is included as Appendix 1. The list of participants is attached as Appendix 2.

Most of the agenda items were discussed by different groups of participants in Subject Working Groups (SWGs), a model that has evolved over recent GAs. SWGs were convened prior to the General Assembly (GA), and met at least twice during the GA. Recommendations or proposals which emerged from SWGs were then put to vote in the GA sessions as motions. In some cases, agenda items were merged together by the SWGs in the form of a single motion. Each SWG defined the order in which the motions in their group would be presented.

Each event or motion recorded in these minutes has been assigned a unique serial number with which it can be referred to e.g. 'Serial number 33 of GA 2015 Minutes'.

No proxy votes were held by any delegates.

The number of voting delegates varied slightly during sessions due to occasional absence. Whenever a vote occurred, care was taken to receive a vote from each delegate present.

Minutes October 11 2015 (Day 1)

Serial No	Event / Motion
1	Moderator Chris Jones welcomed participants to SICOGA 2015 and to the GA01 session at 8.30am.
2	The team of minute takers were introduced and agreed as: David Asher, William Fine, Daryl Chinn, Bee Ruder, and Robert Howell.
3	Moderators for the conference were introduced and agreed as: Marijke Battenburg, Chris Jones and Lesha Tereshchenko
4	Chris Jones reminded delegates of the Rules of Order for the conference, including the use of the speakers list, speaking limits, and the use of paddles.
5	The draft agenda and programme were introduced.
6	EXC-025 Rita Dessauvage presented recommendations of the Membership Committee regarding changes to member status of national groups. As the Membership Committee is not authorised to move motions at the GA, these motions are moved by Rita in her capacity as the NS of Servas Belgium and Luxembourg.

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7	<p>That Rwanda be given member status in Servas International. Moved by Belgium and Luxembourg. Seconded by USA. Votes: For: 50. Against: 0. Abstain: 0 The motion is passed.</p>
8	<p>That Vietnam be given member status of Servas International. Moved by Belgium and Luxembourg. Seconded by Columbia. Votes: For: 51. Against: 0. Abstain: 0. The motion is passed.</p>
9	<p>That Bangladesh be reinstated as a member of Servas International. Moved by Belgium & Luxembourg. Seconded by Canada. Votes: For: 52. Against: 0. Abstain: 0. The motion is passed.</p>
10	<p>That Bulgaria be reinstated as a member of Servas International. Moved by Belgium and Luxembourg. Seconded by Mexico. Votes: For: 53 Against: 0. Abstain: 0. The motion is passed.</p>
11	<p>That Servas International membership of Kenya be cancelled due to lack of activity. They can continue as a National Group. Moved by Belgium and Luxembourg. Seconded by USA. Votes: For: 42. Against: 0. Abstain: 11. The motion is passed.</p>
12	<p>That Servas International membership of Sri Lanka be cancelled due to lack of activity. They can continue as a National Group. Moved by Belgium and Luxembourg. Seconded by Switzerland. Votes: For: 34. Against: 2. Abstain: 17. The motion is passed.</p>
13	<p>That Servas International membership of Bolivia be suspended due to lack of activity and the status be reviewed after a period of one year. They can continue as a National Group. Moved by Belgium and Luxembourg. Seconded by Argentina. Votes: For: 32. Against: 11. Abstain: 9. The motion is passed.</p>
14	<p>That Servas International membership of Uzbekistan be cancelled as they only have seven members against the minimum requirement of ten members. They can continue as a National Group. Moved by Belgium and Luxembourg. Seconded by Russia. Votes: For: 44. Against: 2. Abstain: 7. The motion is passed</p>

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15	The session following the morning break was given to meetings of Subject Working Groups: Peace – Convenor: Danielle Serres Technology /Future – Convenors: Penny Pattison and Jonny Saganger Travel/Hosts – Convenors: Ann Greenhough and Arnoud Philipppo Finance – Convenor: Mirek Wasilewski Modernization of procedures – Convenor: Pramod Kumar
16	Moderator Marijke Battenburg called the meeting to order for the GA02 session.
17	To approve the Rules of Order Moved by Norway. Seconded by Turkey. Votes: For: 52. Against: 1. Abstain: 0 The motion is passed
18	To approve the Agenda as detailed on Page 7 of the conference booklet. Moved by Georgia. Seconded by Belgium and Luxembourg. Votes: For: 53. Against: 0. Abstain: 0. The motion is passed.
19	To approve Timetable Version 14 Moved by Moderator Votes: For: 49. Against: 2. Abstain: 0. The motion is passed
20	EXC-026 To approve GA 2012 Minutes Moved by: USA. Seconded by Guatemala Votes: For: 48. Against: 0. Abstain: 0. The motion is passed.
21	EXC- 027 To accept Officer Reports for 2012 to 2015 Moved by Georgia. Seconded by France. Votes: For: 44. Against: 0. Abstain: 9. The motion is passed. Marijke confirmed that all officer reports are available on the Servas International website.
22	To receive the 2013 Auditor's Report Moved by China. Seconded by Guatemala. Votes: For: 42. Against: 0. Abstain: 10. The motion is passed.

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	The Treasurer confirmed that an internal audit report and the external auditor's report are available on the website. The Treasurer confirmed that to date that no country has had their GA voting rights suspended due to non-payment of stamp fees, with some countries paying their fees late.
23	In the late afternoon, Subject Working Groups met concurrently.
24	In the evening there were presentations by: <ul style="list-style-type: none">• The Environment Forum• Origami for Peace

Minutes October 12 2015 (Day 2)

25	Moderator Marijke Battenburg brought the meeting to order for the GA03 session.
26	EXC-008 Approve GA record of elections and decisions: As part of the General Assembly (GA) process, a record of the results of elections and the decisions made at the GA, be submitted for approval before the end of the GA. Moved by India. Seconded by Norway. Votes: For: 51. Against: 0. Abstain: 0. The motion is passed.
27	ARG_URU-001 SI candidates present themselves 6 weeks before SI elections(revised): Candidates applying to positions in SI must be recommended by at least 2 members of their National Executive Committee. Moved by Argentina. Seconded by Finland Votes: For: 4. Against: 40. Abstain: 10. The motion is defeated.
28	AUS-001 Time limit for SI officials (revised): The following motion, passed by Servas International Assembly 2012 on 25.8.2012 and recorded in the minutes as serial number 5, will be treated as null and void: "Starting at the 2012 GA, a person cannot be nominated for elected SERVAS international positions if he/she has been in any elected or appointed Servas International position for a total of 6 or more years within the last 10 years. The clock starts at the 2012 GA". Moved by Austria and Poland. Seconded by Rwanda. Votes: For: 32. Against: 11. Abstain: 10 The motion is passed.
29	Chris Jones takes over as moderator.

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30	The session finished in order to take the group photo.
31	Moderator Chris Jones brought the meeting to order for the GA04 session.
32	Danielle Serres, Peace Secretary, called for a minute of silence in respect for the 100 people killed and many injured as a result of the recent bombing in Ankara, Turkey.
33	<p>FRA-001, FRA-002, GER-001, ITA-002 Payment system (merged): (amended) This assembly calls upon EXCO to establish a working group to: a) create an annual payment system for membership, and b) to test and improve this system before the GA 2018. Exco will establish a working group that includes the small countries, to work to simplify the payment system in Servas. Moved by France. Seconded by USA. Votes: For: 46. Against: 1. Abstain: 5. The motion is passed</p> <p><u>Amendment considered:</u> Exco will establish a working group that includes the small countries, to work to simplify the payment system in Servas. Moved by USA. Seconded by Belgium and Luxembourg. Votes: For: 51. Against: 1. Abstain: 2 The amendment is passed.</p>
34	<p>EXC-029 External auditor (revised): EXCO proposes to continue with the current auditor (Vasudev Pai and Company, Bangalore, India). Moved by Poland. Seconded by Greece. Votes: For: 48. Against: 0. Abstain 5. The motion is passed.</p>
35	<p>EXC-022, USA-005 Financial Operating Procedures (merged and revised):</p> <ol style="list-style-type: none"> 1. The financial accounting year for SI will be changed from January to December (current) to April to March (proposed) with one transition year from January 2015 to March 2016. 2. The change of bank signatories for the SI banking to the new EXCO members shall be completed within three months of the GA.

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	<p>3. The current Financial Operating Procedures (FOP) suggestions from the internal audit committee shall be approved. In the future, the FOP shall be reviewed and modified as needed following each GA with any changes to be approved in a timely fashion.</p> <p>4. EXCO will appoint an internal travel committee to research and determine reasonable reimbursements for funded delegates to the SI GA and other events.</p> <p>5. Any funded delegates from countries owing stamp fees shall have the amount owed by their country deducted from their funding and the deducted amount shall be credited to the stamp account of the country. Delegates will be expected to receive the balance from their national treasurer.</p> <p>Moved by USA. Seconded by New Zealand. Votes: For: 49. Against: 0. Abstain: 5.</p> <p>The motion is passed.</p>
36	<p>EXC-018 Servas Youth Fund: The GA supports the initiative to set up an independent international Servas youth fund based in Britain as a charitable trust. Its aim will be to widen access to young people from around the world so they can take part in Servas activities. This is to replace the temporary fund currently managed by Servas Britain which was supported by the 2009 GA. Donations will be sought from individual members (including bequests), national groups and outside organisations.</p> <p>As in 2015, decisions about the allocation of grants to young people will be made by an international panel of members who are representative of regions across Servas. The trustees of the charitable trust fund in Britain will be Servas members although it will be financially managed independently of Servas Britain.</p> <p>Moved by Britain. Seconded by Georgia. Votes: For: 43. Against: 3. Abstain: 7</p> <p>The motion is passed.</p>
37	<p>In the early afternoon Subject Working Groups met concurrently.</p>
38	<p>In the late afternoon there were presentations:</p> <ul style="list-style-type: none">• SI and UN Presentation• Families and Youth in Servas• Servas Online System (SOLSYS) at work
39	<p>Election Candidate presentations for SI EXCO took place during the evening.</p>

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Minutes 13 October 2015 (Day 3)

40	There were no formal GA sessions on 13 October 2015. There was a whole day excursion by coach to sites of historic, cultural and scenic interest in the region.
41	In the evening there was an auction of donated gifts in aid of the Servas Youth Fund, followed by a presentation of Servas in Africa.

Minutes 14 October 2015 (Day 4)

42	Moderators Chris Jones and Lesha Tereshchenko brought the meeting to order for the GA05 session.
43	Elections for SI EXCO positions were held through secret ballots.
44	Moderator announced the election result for SI President. Jonny Saganger (Sweden) is elected SI President by acclamation.
45	Moderator announced the election results for SI Vice President. Roberto Capezutto (Italy) 12 Aneris Cao (Chile) 15 Ann Greenhough (Britain) 26 Invalid 1 As one candidate has to have more than 50% of votes cast, another vote will be taken.
46	Moderator announced the run-off election results for SI Vice President. Aneris Cao (Chile) 24 Ann Greenhough (Britain) 29 Ann Greenhough (Britain) is elected SI Vice President.
47	Moderator announced the election results for SI General Secretary. Penny Pattison (Canada) is elected General Secretary by acclamation.
48	Moderator announced the election results for SI Treasurer. LV Subramanian (India) 37 Aneris Cao (Chile) 17 LV Subramanian (India) is elected SI Treasurer.

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49	<p>Moderator announced the election results for SI Host List Coordinator.</p> <p>Pablo Colangelo (Argentina) 46 Arnoud Philippo (Spain) 8</p> <p>Pablo Colangelo (Argentina) is elected Host List Coordinator.</p>
50	<p>Moderator announced the election results for SI Peace Secretary.</p> <p>Danielle Serres (France) 25 Margaret Seelig (Britain) 5 Pablo Chufeni (Argentina) 21 Abhay Shaha (India) 3</p> <p>As one candidate has to have more than 50% of votes cast, another vote will be taken.</p>
51	<p>Moderator announced the run-off election results for SI Peace Secretary.</p> <p>Danielle Serres (France) 32 Pablo Chufeni (Argentina) 22</p> <p>Danielle Serres (France) is elected SI Peace Secretary.</p>
52	<p>Moderators Marijke Battenburg and Chris Jones brought the meeting to order for the GA06 session</p>
53	<p>EXC-001 Long term strategy for SI UN involvement (revised): (amended) A long term strategy will be created for Servas International UN involvement, which includes encouraging national groups and members to actively participate in learning about the UN Sustainable Development Goals (SDGs) and take local actions. To achieve this, a Servas working team with a maximum of five people will be established with a budget of 5000CHF for a three-year period. Funds can be used to support internships as needed, travel expenses, events, publications, etc.</p> <p> Moved by Canada. Seconded by USA. Votes: For: 32. Against: 9. Abstain: 13.</p> <p>The motion is passed.</p> <p><u>Amendments considered:</u></p> <p>1. To add: To detail the application of the budget to make clear what the activities are and what the budget is for each activity. Moved by Brazil. Seconded by Chile.</p>

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	<p>Votes: For: 16. Against: 22. Abstain: 15 The amendment is defeated.</p> <p>2. To add: Funds can be used to support internships as needed, travel expenses, events, publications, etc. Moved by Brazil. Seconded by Canada. Votes: For: 28. Against: 5. Abstain: 21 The amendment is passed.</p>
54	<p>CAN-003 Face-to-face mediation or translation for conflicts (revised): A budget of 2000 CHF is to be allocated over a three-year period to cover costs where a conflict can only be resolved through face-to-face mediation or when translation is needed. Moved by Canada. Seconded by New Zealand. Votes: For: 30. Against: 13. Abstain: 11. The motion is passed.</p>
55	<p>EXC-028 Receipt of draft 2016 – 2018 budget: The GA received the 2016-2018 Budget as presented by EXCO. Moved by Denmark. Seconded by Georgia. Votes: For: 51. Against: 1. Abstain: 1 The motion is passed.</p>
56	<p>Moderator Chris Jones brought the meeting to order for the GA07 session.</p>
57	<p>EXC-010 SI funding for mid-term meeting (revised): SI Exco is encouraged to promote interest in an international meeting mid-way to the next SI conference and GA in 2018. This would be a mainly self-funding event, focused on a specific theme connected to developing Servas as a peace organisation. A budget of 1000 Euro is proposed to support planning for the event. Such a meeting would not have any decision-making powers. However, it would give chance for a review of progress on 2015 GA decisions and encourage cooperation on future work before the 2018 GA. If possible it should be located in a different region to the 2014 SI meeting in Europe to give members elsewhere the opportunity to participate. Any such an event should aim to coordinate with other face to face meetings required for SI tasks. For example, meetings involving Exco, audit, nominations and development committees or alternatively for it to be combined with a youth or regional meeting. Proposed by Britain. Seconded by France. Votes: For: 30. Against: 10. Abstain: 10 The motion is passed.</p>

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58	Moderator Chris Jones introduced an additional evening GA session. This was held for elections of non-EXCO SI positions through secret ballots.																
59	<p>Moderator announced the election result for the SI Development Committee:</p> <table border="0"> <tr> <td>Ewa Dzierzawski (Poland)</td> <td>43</td> </tr> <tr> <td>Miguel Dominguez (Spain)</td> <td>2</td> </tr> <tr> <td>Fidele Rutayisire (Rwanda)</td> <td>42</td> </tr> <tr> <td>Wolfgang Stapelfeldt (Germany)</td> <td>14</td> </tr> <tr> <td>Kristina Buynova (Russia)</td> <td>36</td> </tr> <tr> <td>Kiat Yun Tan (Malaysia)</td> <td>41</td> </tr> <tr> <td>Maria Fernanda Vomero (Brazil)</td> <td>37</td> </tr> <tr> <td>Saskia Schuitemaker (New Zealand)</td> <td>28</td> </tr> </table> <p>Ewa Dzierzawski (Poland), Fidele Rutayisire (Rwanda), Kristina Buynova (Russia), Kiat Yun Tan (Malaysia), and Maria Fernando Vomero (Brazil) elected to SI Development Committee.</p>	Ewa Dzierzawski (Poland)	43	Miguel Dominguez (Spain)	2	Fidele Rutayisire (Rwanda)	42	Wolfgang Stapelfeldt (Germany)	14	Kristina Buynova (Russia)	36	Kiat Yun Tan (Malaysia)	41	Maria Fernanda Vomero (Brazil)	37	Saskia Schuitemaker (New Zealand)	28
Ewa Dzierzawski (Poland)	43																
Miguel Dominguez (Spain)	2																
Fidele Rutayisire (Rwanda)	42																
Wolfgang Stapelfeldt (Germany)	14																
Kristina Buynova (Russia)	36																
Kiat Yun Tan (Malaysia)	41																
Maria Fernanda Vomero (Brazil)	37																
Saskia Schuitemaker (New Zealand)	28																
60	Ashley Burrowes (New Zealand), Emmanuel Kakinda (Uganda), Graham Robertson (Australia) elected to SI Audit Committee by acclamation.																
61	Anna Koster (USA) elected SI Archivist by acclamation.																
62	<p>Moderator announced the election result for the SI Conflict Resolution Committee:</p> <table border="0"> <tr> <td>Martin Henner (USA)</td> <td>38</td> </tr> <tr> <td>Wolfgang Stapelfeldt (Germany)</td> <td>24</td> </tr> <tr> <td>Clare Mateke (Zambia)</td> <td>46</td> </tr> <tr> <td>Ramesh Ghimire (Nepal)</td> <td>14</td> </tr> <tr> <td>Alvany Santiago (Brazil)</td> <td>35</td> </tr> </table> <p>Martin Henner (USA), Clare Mateke (Zambia) and Alvany Santiago (Brazil) elected to SI Conflict Resolution Committee.</p>	Martin Henner (USA)	38	Wolfgang Stapelfeldt (Germany)	24	Clare Mateke (Zambia)	46	Ramesh Ghimire (Nepal)	14	Alvany Santiago (Brazil)	35						
Martin Henner (USA)	38																
Wolfgang Stapelfeldt (Germany)	24																
Clare Mateke (Zambia)	46																
Ramesh Ghimire (Nepal)	14																
Alvany Santiago (Brazil)	35																
63	Dianne Peterson (Singapore), Susanne Thestrup (Denmark) and Norma Nicholson (Australia) elected to SI Nominations Committee by acclamation.																
64	Amir Levy (Israel), Jack Huang (China) and Chris Jones (Canada) elected to the SI Job Descriptions and Statutes Committee by acclamation.																
65	Chris Patterson (New Zealand) elected Distant Vote Administrator by acclamation.																

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Minutes 15 October 2015 (Day 5)

66	Moderator Chris Jones brought the meeting to order for GA08 session.														
67	<p>EXC-012 Youth Leadership Committee numbers: The number of members elected to the Youth Leadership Committee will be reduced from five to three for the 2015 elections. This committee will then have responsibility for creating and managing a Servas Youth Team with an undefined number of appointed members. As far as possible this team should be representative of all Servas regions and youth and family projects including SYLE. The purpose of this team will be to support the work of the youth leadership committee in promoting and organizing Servas youth and family activities and projects worldwide. The motion is withdrawn.</p>														
68	<p>Moderator announced the election result for the SI Youth Leadership Committee:</p> <table border="0" data-bbox="334 995 883 1262"> <tr> <td>Claudia Sagie (Israel)</td> <td align="right">23</td> </tr> <tr> <td>Susanna Martinez (Spain)</td> <td align="right">43</td> </tr> <tr> <td>Pablo Chufeni (Argentina)</td> <td align="right">36</td> </tr> <tr> <td>Janek Dzierzawski (Poland)</td> <td align="right">40</td> </tr> <tr> <td>Karolina Paleckova (Czech Republic)</td> <td align="right">37</td> </tr> <tr> <td>Asiia Zhakypova (Kyrgyzstan)</td> <td align="right">39</td> </tr> <tr> <td>Gonzalo Forero (Columbia)</td> <td align="right">25</td> </tr> </table> <p>Susanna Martinez (Spain), Pablo Chufeni (Argentina), Janek Dzierzawski (Poland), Karolina Paleckova (Czech Republic) and Asiia Zhakypova (Kyrgyzstan) elected to SI Youth Leadership Committee.</p>	Claudia Sagie (Israel)	23	Susanna Martinez (Spain)	43	Pablo Chufeni (Argentina)	36	Janek Dzierzawski (Poland)	40	Karolina Paleckova (Czech Republic)	37	Asiia Zhakypova (Kyrgyzstan)	39	Gonzalo Forero (Columbia)	25
Claudia Sagie (Israel)	23														
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Karolina Paleckova (Czech Republic)	37														
Asiia Zhakypova (Kyrgyzstan)	39														
Gonzalo Forero (Columbia)	25														
69	<p>EXC-006 Registration of SI domicile: (amended) To register Servas International (SI) as a recognized international non-governmental organisation (INGO) with a domicile, with a budget of 27000 CHF from the SI financial reserves for the period 2015-2018. This will include an international group of legal experts to ensure that SI is registered in a way that works effectively for all countries. Proposed by Switzerland. Seconded by Bangladesh. Votes: For: 47. Against: 0. Abstain: 4 The motion is passed.</p>														

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	<p><u>Amendments considered:</u></p> <p>1. Add: This will include an international group of legal experts to ensure that SI is registered in a way that works effectively for all countries. Proposed by Colombia. Seconded by Brazil. Votes: For: 47. Against: 2. Abstain: 1</p> <p>The amendment is passed.</p>
70	<p>BRA-001 Spanish as a working language of SI (revised): Include Spanish as a language used in communication in Servas International, with a budget of 10000 CHF for the first year, to be reviewed, and to appoint a coordinator. Moved by Brazil. Seconded by Colombia. Votes: For: 25. Against: 12. Abstain: 15.</p> <p>The motion is passed.</p>
71	<p>EXC-002 Linking with like-minded organisations (revised): EXCO - or one or more persons appointed by EXCO - should actively nurture relations with other NGOs that share similar values and goals as Servas. The result of the analysis and the outreach activity should be presented at the next SI GA. Budget 5000 CHF over 3 years. Moved by USA. Seconded by Rwanda. Votes: For: 43. Against: 5. Abstain: 3.</p> <p>The motion is passed.</p>
72	<p>EXC-007 Getting archives in order (revised): The SI Archivist will be given a budget of 1000 CHF for each of the next three years, to be used to arrange to set up an electronic Servas archives system. Moved by Switzerland. Seconded by Turkey. Votes: For: 51. Against: 0. Abstain: 0</p> <p>The motion is passed.</p>
73	<p>SWE-001 Rejuvenation of Servas (revised): Servas International and the Servas National Groups shall actively work towards a rejuvenation of Servas. To do this, EXCO will appoint a workgroup of at least two people who will have the task of promoting the rejuvenation of Servas. The workgroup will report the results to EXCO by the end of 2016, for distribution. They will also report the results and future strategy to the next GA. Moved by Sweden. Seconded by Belgium. Votes: For: 41. Against: 0. Abstain: 9. (Brazil abstained)</p> <p>The motion is passed.</p>

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74	<p>EXC-003 Servas as a family-friendly organisation (revised):</p> <p>As a priority the GA supports the promotion of Servas as a family-, child-, and youth-friendly organization. Exco is encouraged to create a special interest group for those willing to develop ideas and initiate activities for Servas families worldwide. Exco shall direct the ServasOnline team to create a section of the ServasOnline website dedicated to sharing information about, and helping to implement, action plans for family and youth programs.</p> <p>Moved by Spain. Seconded by Denmark.</p> <p>Votes: For: 45. Against: 2. Abstain: 3</p> <p>The motion is passed.</p>
75	<p>COS-001 Central America and Caribbean Area Coordinator requirements (revised):</p> <p>An Area Coordinator should be elected for each Area. The Area Coordinator should organise meetings with national groups of the countries in person if feasible, otherwise by electronic means. The Area should have regional goals and the Area Coordinator should inspire the region to grow its membership. The Area Coordinator should submit an annual report to EXCO and the national secretaries of his / her Area. The budget is 5000 CWF for 3 years.</p> <p>Moved by Costa Rica. Seconded by Nepal.</p> <p>Votes: For: 10. Against: 36. Abstain: 6.</p> <p>The motion is defeated.</p>
76	<p>EXC-011 Update structure and function of SI committees and officer roles (revised):</p> <ol style="list-style-type: none">1. In the period 2015-18 SI Exco should coordinate a review of the SI structure. This is to include both elected and unelected SI committees reviewing their own structure, purpose, functions and name, taking into account the impact of changes that result from Servas going online. Each SI officer should review their role in a similar way.2. SI Exco will work with the Job Descriptions and Statutes Committee to ensure that outcomes of the reviews from each committee and SI officer are drawn together into an overview of the current SI structure with any proposed changes.3. This overview will be made available to national groups and SI committees for consultation.4. Following this consultation the updated SI structure should be put forward at the 2018 GA to include any proposed changes to the SI statutes.5. The aim is to create a structure that promotes Servas as a stream-lined, forward-thinking organisation which continues to maintain its core values as a peace organisation.

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	<p>6. The review should consider the sustainability of the current structure and whether committees and SI roles should be joined together, disbanded or new committees and roles created.</p> <p>To inform the decision-making at GA 2018, Exco is encouraged to put in place, on a trial basis, any new ways of working or structures that do not require a change in the statutes.</p> <p>Moved by USA. Seconded by Russia. Votes: For: 38. Against: 1. Abstain: 13.</p> <p>The motion is passed.</p>
77	<p>USA-001 Servas handbook and SI documents update (revised): EXCO shall annually update the Servas Handbook and all SI documents referenced in the handbook as being current, clear and accurate and distribute to all National Groups at each General Assembly. The first update shall be available within a year of today. The budget is 200 CHF per year.</p> <p>Moved by USA. Seconded by Suriname. Votes: For: 47. Against: 1. Abstain: 1.</p> <p>The motion is passed.</p>
78	<p>EXC-023 Use of new SI logo: That Servas national groups around the world will use the new SI logo.</p> <p>Moved by Georgia. Seconded by Belgium and Luxembourg. Votes: For: 44. Against: 2. Abstain: 4. (Russia and Germany abstain)</p> <p>The motion is passed.</p>
79	<p>CAN-004 Code of Ethics and Behaviour (revised): That SI develops a ‘Code of Ethics and Behaviour’ that will be binding on all Servas members including officers. The SI Conflict Resolution Committee (CRC) will work with the Servas International Peace Secretary and other interested parties to develop a draft to be voted by the next GA or sooner by Distant Vote. This draft will include existing materials such as the Report on Handling Complaints written by Marijke Batenburg (New Zealand).</p> <p>Moved by Canada. Seconded by Germany. Votes: For: 27. Against: 11. Abstain: 14.</p> <p>The motion is passed.</p>
80	<p>Moderator Chris Jones brought the meeting to order for GA09 session.</p>

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81	<p>CAN-002, ARG_URG-003 and ARG_URG-004 (merged):</p> <p>That Servas officers are obliged to work with the SI CRC when there is a formal complaint. When SI CRC is asked to mediate in a conflict Servas officers must comply with the decisions reached through mediation. Failure to comply will mean there is follow up action according to the seriousness of the complaint and the lack of a timely response from the officer. The SI CRC will continue to support neutral mediation and positive collaboration.</p> <p>Moved by Canada. Seconded by Bangladesh.</p> <p>Votes: For: 39. Against: 0. Abstain: 10.</p> <p>The motion is passed.</p>
82	<p>EXC-013 Creating a strategy for regional development:</p> <ol style="list-style-type: none">1. The GA approves the creation of a Servas International strategy for both sustaining and developing the organisation at a local and regional level.2. To achieve this aim, SI Exco should first encourage national groups and those in key SI roles (including the area coordinator if in post) to cooperate in creating a development strategy in each Servas region.3. In collaboration with national groups it is envisaged that the Development Committee and Youth Leadership Committee will play key roles in formulating such strategies as well as promoting activities and initiatives likely to increase Servas membership across all age groups and backgrounds.4. There should be particular emphasis on addressing the difficulties encountered in regions such as Africa and Central America in maintaining membership of some national groups at a viable level.5. Whilst looking at regional strategies the opportunity should be taken to evaluate the functions of the area coordinator role alongside the alternative ways in which national groups in some regions have worked together in shared activities. This is with a view to determining the best way of providing leadership, support and innovation within Servas regions in the future.6. SI Exco, in collaboration with other SI committees, should aim to bring together the work on development strategies in each region and formulate them into an overall SI strategy for regional development.7. Any proposals requiring changes to the SI statutes should be presented to the 2018 GA. <p>Moved by Britain. Seconded by Brazil.</p> <p>Votes: For: 41. Against: 1. Abstain: 9.</p> <p>The motion is passed.</p>
83	<p>EXC-014 Making Connections: Opportunities for in-depth and longer stays experiences:</p> <p>The GA approves the promotion of opportunities for in-depth and longer-stay</p>

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<p>experiences alongside the more usual encounters between hosts and travellers during a two night stay.</p> <p>Such opportunities will be coordinated on the new SI website under one 'umbrella', a resource to be known as Making Connections.</p> <p>Information will be posted on the Making Connections page, creating links and bringing together interested travellers with those hosts who can offer a variety of opportunities for extended stays or more in-depth visits.</p> <p>Volunteering, work experience, language learning, sharing skills and knowledge and connecting with local peace organisations are examples of potential activities that could be arranged in this way.</p> <p>The aim is to encourage the exchange of ideas and experiences between a traveller and their host family and community with the emphasis on informal local networks known personally to the host.</p> <p>Guidelines for the project:</p> <ol style="list-style-type: none">1. As well as information from individual hosts and travellers being posted the Making Connections page will also link to websites of countries where specific in-depth or longer stay opportunities are listed.2. The idea of language learning with a purpose will be encouraged for all ages ideally through a specific activity, for example, a traveller exploring a special interest, acquiring new skills or volunteering.3. Given the particular needs of young people, SYLE will continue to be about language learning for those under 30 although it will be possible to publicise the scheme under the Making Connections umbrella as well as it being part of youth activities.4. Members of all ages will be able to take up the opportunities offered through the resource unless there is a specific reason to restrict to one age group.5. Local groups of hosts will be able to connect with similar groups elsewhere with a view to exchange visits.6. National groups will be encouraged to identify a lead person to promote opportunities in their country and to be a link to SI resources and information.7. When going beyond a two nights stay, advanced planning for visits will be essential as it is likely to involve hosts making specific arrangements. As with SYLE, both host and traveller should make sure there is a clear understanding about expectations for the visit.8. Those managing the resource will develop guidelines for hosts and travellers planning such extended visits.
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	<p>9. Individual host entries online will in the future be able to give travellers more detailed information about a host's interests and community than has been possible in printed host lists. This could include links to websites of local organisations or projects known to the host.</p> <p>The proposed special interest network could be developed alongside this project with the possibility of sharing the same page on the SI website or being linked to it.</p> <p>Moved by Britain. Seconded by Belgium and Luxembourg. Votes: For: 48. Against: 1. Abstain: 1.</p> <p>The motion is passed.</p>
84	<p>EXC-015 Promoting special interest networks: The GA supports the promotion of special interest networks within Servas, making use of the new SI website to develop them in a more structured way than has previously been possible.</p> <p>Linking people with shared interests has the potential to enhance both individual and group experiences in Servas.</p> <p>Families in Servas will have a dedicated webpage on the SI website to promote Servas as a family friendly organisation and to encourage connections between families both as hosts and travellers. Likewise a Servas Youth webpage will replace the previous Servas Youth website.</p> <p>Other areas of interest will be promoted either through a separate webpage to be known as Special Interest Networks, or via the proposed Making Connections page.</p> <p>The Servas Environment Network will be encouraged as a first example on which to base future special interest networks, linking in with the proposed Making Connections project and working group. The potential use of new SI website will be explored to develop the most effective way of connecting Servas members with shared interests.</p> <p>Moved by Britain. Seconded by Belgium and Luxembourg. Votes: For: 49. Against: 0. Abstain: 2.</p> <p>The motion is passed.</p>
85	<p>BRA-002 Establish procedures to issue LOI (revised): (amended)</p> <p>The issue of Letters of Introduction (LOIs) for foreign travellers in passing by another country has already been occurring for a while. However, specific procedures must be established officially to make sure this practice is done in accordance to Servas statutes. In this way, here are the suggested steps for issuing a LOI for a foreigner:</p> <ul style="list-style-type: none">• Traveller must not have any previous problems with Servas in his/her country of birth or residence. If he/she had belonged to Servas in the past

	<p>and quit it for some reason, this information needs to be reported to the interviewer;</p> <ul style="list-style-type: none"> • Traveller has to be interviewed by a local interviewer, but in case of impossibility due to language barrier, the local interviewer becomes responsible for making contact with an interviewer from the traveller’s country of origin and set up a Skype interview; • The traveller must fill out the letter of introduction and pay for a valid one-year stamp. If the host country has no paper stamp to issue, an e-stamp should be issued by Servas Online; • In his/her LOI it must be informed the letter was issued “in-transit”, since he/she is not a current Servas member of that country; • The National Secretary and Host List Coordinator of the traveller’s country of birth or residence have to be informed as soon as before the traveller has been interviewed, and a copy of his/her LOI sent to them; • The interviewer commits to provide all necessary info about Servas procedures for the traveller; • It is desirable that the traveller meets an interviewer in his/her country of birth or residence once he/she is back, in order to create a bond between him/her and Servas; • Every time this “in-transit issued LOI” is used again, during its valid period, the traveller should inform both his/her interviewer and the person-in-charge in his/her country of birth or residence. • By the end of the validity of his/her “in-transit issued LOI”, the person can renovate it ONLY in his/her country of birth or residence. <p>Proposed by Brazil. Seconded by Ireland. Votes: For: 42. Against: 5. Abstain: 4</p> <p>The motion is passed.</p> <p><u>Amendments considered:</u></p> <ol style="list-style-type: none"> 1. Substitute ‘as soon as’ with ‘before’: The National Secretary and Host List Coordinator of the traveller’s country of birth or residence have to be informed as soon as before the traveller has been interviewed, and a copy of his/her LOI sent to them; Proposed by Germany. Seconded by India. Votes: For: 44. Against: 4. Abstain: 3. <p>The amendment is passed.</p>
86	<p>ARG_URU-006 Reports on Hosts and Travellers (revised): ServasOnline will include a report on the experiences of Hosts and Travellers.</p>

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	<p>This information will be visible to Hosts at the time they are asked by travellers for hosting, and for Travellers at the time they contact Hosts. Moved by Argentina. Seconded by Spain. Votes: For: 3. Against: 43. Abstain: 5 The motion is defeated.</p>
87	<p>ARG_URU-005 Communication between EXCO and NSs: EXCO should maintain periodical communication with NSs about tasks being performed and answer NS' questions in due time. Moved by Argentina. Seconded by Denmark. Votes: For: 8. Against: 24. Abstain: 19. The motion is defeated.</p>
88	<p>EXC-016 Ethical and sustainable travel (revised): The GA approves Servas promoting ethical travel, concern for the environment and human rights as part of its philosophy as a global peace organisation. As a statement of principle 'Travel peacefully and walk lightly on the earth', will be placed on the SI website. As Servas members we should be aware of the social and environmental impact of our travels. We should respect and protect the vulnerable communities and fragile environments that we visit as essential elements of peaceful travel. A special interest network will work in conjunction with the proposed environment network to raise awareness within Servas about issues concerning ethical travel. It will also seek to make links with organisations both local and global involved in sustainable tourism. Moved by Germany. Seconded by Turkey. Votes: For: 47. Against: 0. Abstain: 19. The motion is passed.</p>
89	<p>ITA-001 Matching countries offering SYLE with youth requests: The national groups that are available to organise one or more Syle projects must communicate this fact before December 20th and June 20th of each year. The national groups of young members who are interested in participating in the Syle program must communicate this fact and the countries where the young people would like to go. This communication must be made to the International Youth Group which then prepares, within 20 days after the deadline, a list of countries that are available to organise one or more projects and a list countries requested by the young people. These lists must be immediately presented to the Executive Committees of the various countries so that the young people interested in the Syle projects can know which countries are available and the various countries can know if they are requested. The lists must also appear on the Servas International website and</p>

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	<p>may be published on the websites of the various countries. Proposed by Italy. Seconded by New Zealand. Votes: For: 34. Against: 6. Abstain: 11. The motion is passed.</p>
90	<p>CAN-001 Single night Servas stay (revised): Servas encourages stays of two nights, but recognizes that one night and/or longer stays can also be of considerable value, upon mutual agreement. It is agreed that a 'one night stay' field should be added to the host listing, and hosts must specify that they accept this option. One night and longer stays should be highly recommended for hosts who specify WMT. Moved by Canada. Seconded by Israel. Votes: 19 (plus President). Against: 19. Abstain: 13. The motion is passed.</p>
91	<p>Moderator Marijke Battenburg brought the meeting to order for the GA10 session.</p>
92	<p>EXC-031 Date for the next GA: It is agreed to hold the next GA in 3 years' time in 2018. Moved by New Zealand. Seconded by Brazil. Votes: For: 42. Against: 0. Abstain: 0. The motion is passed.</p>
93	<p>EXC-030 Members of EXCO who can sign: As in Statutes Point IV 3 k, it is agreed to appoint the Treasurer, President, Vice President and General Secretary to sign on behalf of Servas International. Moved by Belgium and Luxembourg. Seconded by Norway. Votes: For: 45. Against: 0. Abstain: 1. The motion is passed.</p>
94	<p>EXC-028 Approve the budget: The General Assembly of Servas International approves the budget 2016 – 2018 before them today (version October 15 2015 as amended in the meeting. See Appendix 1). Moved by India. Seconded by Georgia. Votes: For: 35. Against: 2. Abstain: 9. The motion is passed.</p>
95	<p>A final gala evening was held, including song and dance by a local Maori young people's performance group and country presentations. Certificates were presented to all attendees of the GA.</p>

Minutes Friday 16 October 2015 (Day 6)

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96	Moderator Chris Jones brought the meeting to order for the GA11 session.
97	Motion: To destroy the ballot papers: Moved by USA. Seconded by New Zealand. Votes: For: 50. Against: 0. Abstain: 0. The motion is passed.
98	Moderator circulated a hard copy of elections and decisions made at the GA for comment and correction by delegates.
99	EXC-008 Approve results of elections and decisions made at GA: The General Assembly of Servas International approves the decisions of the General Assembly held at Totara Springs, Matamata, New Zealand from 10 October to 16 October 2015. Moved by Singapore. Seconded by Argentina. Votes: For: 49. Against: 0. Abstain: 1. The motion is passed.
100	Penny Pattison, newly elected General Secretary, confirms that the circulated list of decisions from the GA does not contain failed motions. A full set of minutes will be circulated following the GA.
101	Moderator introduces summarised feedback from discussion groups: S for Solidarity: Danielle Serres shared ideas from the group including for Servas's role during natural disasters, and with supporting refugees and discriminated minorities. Peace Secretaries should be alerted as to what national groups are doing, as should Danielle as SI Peace Secretary: peacesecretary@servas.org . ServasOnLine: Stefan Fagerström (Sweden) fed back from the two workshops where ServasOnLine had been demonstrated. 15 countries have already agreed to be pilots, operating by April/May 2016. Contact servasonline@servas.org for information. Speakers Corner: Collective feedback from Maria Fernanda (Brazil), Terry Stone (Greece), Michael Wechsler (Norway), Pablo Chufeni, including giving details of how to improve work of next GA through changes to timetable and reducing bureaucracy.
102	Moderator thanked the work of the translation team coordinated by Aneris Cao, and of the minute takers.
103	Jonny Saganger thanked outgoing members of the EXCO team for their contributions over the past 3 years: Mirek Wasilewski, Treasurer (Poland), Arnoud Philippo, Host List Coordinator (Spain), and Jaime Romero, General Secretary (Colombia). Jonny thanked Ann Greenhough for her contribution towards organising the GA, and for the work of the moderators during the GA.

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143	Ann Greenhough thanked the New Zealand organising team and Amir Levy (Israel) for their hard work in making the GA a success. Gifts were given to Chris Patterson and Marijke Battenburg in appreciated for their significant contribution.
105	Mary Jane Mikuriya (USA) summarised the progress that had been made within Servas from 2001 to 2015 at identifying and then fixing the structural problems that had led to distrust and conflict within the organisation.
106	President Jonny Saganger declared the 2015 General Assembly closed at 10.20 am October 16 2015.

Minutes prepared by David Asher.

Signed

Date:

Signed

Jonny Saganger

President

Date:

Ann Greenhough

Vice President

Date:

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Appendix – 1

Approved SI Budget for 2016 – 2018

SERVAS INTERNATIONAL BUDGET FOR THE PERIOD 2016 TO 2018

Assumptions

OPERATIONAL BUDGET	(Currency : Swiss Francs –CHF)		
	2016	2017	2018
INCOME			
Stamp Fees	80,000.00	80,000.00	80,000.00
Bank Interest Income	100.00	100.00	100.00
TOTAL INCOME	80,100.00	80,100.00	80,100.00

Stamp Income of 80000 considered based on actuals of 2012 - CHF 78183 and 2013 – CHF 89465

EXPENDITURE			
EXCO			
-Meetings	7,000.00	7,000.00	7,000.00
-Staff Support	100.00	100.00	100.00
-Skype, internet	2,000.00	2,000.00	2,000.00
-Miscellaneous	390.00	390.00	390.00
Total EXCO	9,490.00	9,490.00	9,490.00
DEVELOPMENTAL PROJECT			
-Area Meetings	4,000.00	4,000.00	4,000.00
-Youth Meetings	2,500.00	2,500.00	2,500.00
-Allocations to DFC	4,000.00	4,000.00	4,000.00
-Stamp Working Group	1,000.00	1,000.00	1,000.00
- Archiving Activities	1,000.00	1,000.00	1,000.00
-DC Other Activities	600.00	600.00	600.00

Allocation towards EXCO face to face meeting

Clerical support services. Skype EXCO monthly tele-conferences.

Regional and Area Coordinator Meetings.

Grants from SI towards Youth events.

Grants from SI towards Development Fund.

simplifying stamp fee system

small office grants

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-Country Office Grants	500.00	500.00	500.00	
Total Developmental Project	13,600.00	13,600.00	13,600.00	
SI Committees				
-Internal Audit	1,500.00	1,500.00	1,500.00	Internal Audit Budget.
-UN Peace representation	1,300.00	1,300.00	1,300.00	
-Job Description	50.00	50.00	50.00	
-Membership Revision	50.00	50.00	50.00	
-Host List Validation	100.00	100.00	100.00	
-Stamp Fee Revision	100.00	100.00	100.00	
-Distant Voting	50.00	50.00	50.00	
-Nomination	50.00	50.00	50.00	
-Conflict Resolution/Appeal	50.00	50.00	50.00	
Total SI Committee	3,250.00	3,250.00	3,250.00	
ICT				
-Website Hosting	2,100.00	2,100.00	2,100.00	Annual Domain name and Server Rental
-Misc. Maintenance Expenses	1,000.00	1,000.00	1,000.00	
Total ICT	3,100.00	3,100.00	3,100.00	
SI Newsletter costs	290.00	290.00	290.00	
Stamps printing/Stationery	500.00	500.00	500.00	
External Auditor Fees	1,000.00	1,000.00	1,000.00	
Accounting Fees	1,200.00	1,200.00	1,200.00	
Bank Charges	3,000.00	3,000.00	3,000.00	
GA Provision	37,500.00	37,500.00	37,500.00	

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Motions with budget implications approved by SICOGA 2015:				
a) UN and sustained development	1,670.00	1,670.00	1,660.00	CHF 5000 for 3 years
b) translation and travel expenses – Conflict Resolution Committee	665.00	665.00	700.00	CHF 2000 for 3 years
c) support for Servas mid-term meeting	0.00	1,000.00	0.00	
d) Spanish as a language used in Servas International	10,000.00	0.00	0.00	CHF 10000 for the first year
e) linking SI with other like-minded organisations	1,670.00	1,670.00	1,660.00	CHF 5000 for 3 years
f) update of SI Handbook	200.00	200.00	200.00	
TOTAL EXPENSES	87,135.00	78,135.00	77,150.00	

Surplus/(Deficit)	-7,035.00	1,965.00	2,950.00
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**CAPITAL
PROJECTS**

	2016	2017	2018	
SPECIAL PROJECTS				
SOLSYS Investment	10,815.00	2,781.00	1,236.00	Project Development charges as per ICT team.
Servas Registration	9,000.00	9,000.00	9,000.00	Legal expenses towards registration and incorporation. Expenses towards Servas International promotional activities.
Servas Promotion	5,000.00	5,000.00	5,000.00	
TOTAL PROJECT OUTLAY	24,815.00	16,781.00	15,236.00	

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Appendix - 2: Attendance

List of Delegates (54)

<u>Country</u>	<u>First name</u>	<u>Last name</u>
Argentina	Ana	Manghi
Australia	Geoff	Sheldon
Bangladesh	Mohd Rezaul	Karim
Belgium	Rita	Dessauvage
Botswana	Keletso	Mompati
Brazil	Maria Fernanda	Vomero
Britain	Ruth	Allen
Canada	Judy	Bartel
Chile	Javier	Heusser Delgado
China	Jack	Huang
Columbia	Ana Maria	Fajardo
Costa Rica	Carmen	Mora
Croatia	Jeja	Malesevic
Czech Republic	Karolina	Paleckova
Denmark	Jan	Degrauwe
Finland	Minna	Aho
France	David	Northey
Georgia	Mary Ellen	Chatwin
Germany	Conni	Geisendorg
Greece	Terry	Stone
Guatemala	Jose Roberto	Montes
India	Pramod	Kumar
Indonesia	Amin	Sudarto
Ireland	Malwina	Szmaglinska
Israel	Claudia	Sagie
Italy	Giuseppe	Santoro
Japan	Kunio	Tanaka
Kyrgyzstan	Aigul	Bakirova
Malawi	Deborah	Sikoya
Malaysia	Kiat	Tan

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Mexico	Rodolfo	Alvarado
Nepal	Ramesh	Ghimire
New Zealand	Sandra	Debney
Norway	Michael	Wechsler
Panama	Maria	Sang
Poland	Joanna	Mozga
Portugal	Carla	Kristensen
Romania	Bogdan	Ionescu
Russia	Christina	Buynova
Rwanda	Fidele	Rutayisire
Singapore	Dianne	Peterson
South Korea	Jong	Huy
Spain	Florentina	Sanchez
Suriname	Lidia	Seymonson
Sweden	Hanna	Fagerstrom
Switzerland	Juerg	Tobler
Taiwan	Mei	Wang
Thailand	Topsi Wansiri	Rongrongmuang
Turkey	Aslihan	Tezel
Uganda	Prossy	Nampijja
United States	Mary Jane	Mikuriya
Venezuela	Victor	Gutierrez
Vietnam	Nga	Vu
Zambia	Clare	Mateke

Exco Members

<u>Role</u>	<u>Name</u>	<u>Country</u>
SI President	Jonny Saganger	Sweden
SI Vice President	Ann Greenhough	Britain
SI Peace Secretary	Danielle Serres	France
SI Treasurer	Mirek Wasilewski	Poland
SI Host List Coordinator	Arnoud Philippo	Spain

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Other SI representatives

Central America Area Coordinator	Adela Segura	Guatemala
East Asia Area Coordinator	Dong Whan Song	South Korea
Audit Committee	L.V. Subramanian	India
Conflict Resolution Committee	Julie Dotsch	Canada
Development Committee	Ewa Dzierzawska	Poland
Development Committee	Anna Cristina Siragusa	Italy
Development Committee	Pablo Chufeni	Argentina
Dolphin Team	Pablo Colangelo	Argentina
Job Descriptions Committee	Alvany Santiago	Brazil
Newsletter Editor	Terry Stone	Greece
Nominations Committee	Norma Nicholson	Australia
SOLSYL Team	Bernard Andrieu	France
Image and Design Team	Stefan Fagerstrom	Sweden
UN Observer	Magnus Adams	Germany
UN Observer	Jeanne Devine	USA
UN Observer	Fanny Bello	USA
Youth Team	Janek Dzierzawski	Poland
Youth Team	Heather Mason	USA
Neutral Moderator	Chris Jones	Canada
Neutral Moderator	Alexey Tereshchenko	Latvia
Neutral Moderator	Marijke Batenburg	New Zealand
Programme Coordinator	Penny Pattison	Canada
Minutes Coordinator	David Asher	Britain
Translation Coordinator	Aneris Cao	Argentina
Registration Coordinator	Amir Levy	Israel

New Zealand Organising Team

<u>Name</u>
Marijke Batenburg
Chris Patterson
Jessica Andrades
Ashley Burrowes

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Jack Carr
Jan Carr
Derek Carver
Margaret Carver
Peter Debney
Sarah Faulkner
Robert Howell
Bee Ruder