

SI Member Group Preparations for Servas International General Assembly (SIGA) 2022



Dear member groups of Servas International,

I'm inviting you to use one of the best opportunities to take an even more active role in the mission to develop our organization.

You can start right now by getting prepared for the upcoming Servas International Conference and General Assembly, SICOGA, which is planned to take place 23–29 November 2022.

The business part of the conference is called the Servas International General Assembly (SIGA) will be executed November 27–28, and need careful planning and preparations starting now.

SIGA 2022 is planned as a hybrid physical and virtual business meeting where planning, preparations and the execution of voting on motions and elections of SI officers will be executed with digital/virtual access. SI Exco's ambition is that all Servas member group delegates will be able to participate during SIGA either by physical presence or by presence virtually via internet.

The role of the SIGA is defined by the SI Statutes 2021 (please find the statutes on servas.org at <https://servas.org/en/community/board-and-management/administration>).

The SIGA agenda contains some standard subjects, such as election of officers and approval of the budget. The remainder of the SIGA is the discussion of motions (proposed decisions) submitted by SI member groups or SI Exco at least 6 months before the beginning of the SIGA on November 27, 2022. During the 6 months before the SIGA, motions will be discussed and clarified, so that the time required in the SIGA itself can be kept to a minimum.

Any SI Member Group may submit motions for decision at the SIGA. At the last four SIGAs, the process used to manage the motions was as follows:

1. Six months before the start of the SIGA is the deadline for submission of motions. This means that the deadline for your motions is May 27, 2022.
2. SI's global board SI Executive Committee (SI Exco) and a SIGA Agenda Working Group (SIGA AWG) reviews all the motions as they are submitted. If the motion is not clear to the SIGA AWG, they may write back to the submitter to get clarification. Also, if a similar motion has been submitted, the SI AWG may suggest that the two motions be combined. Motions will not be published until they have been reviewed.

3. After the deadline for motions, SI Exco and the SI AWG will group the motions into SIGA Subject Working Groups (SIGA SWGs), so that motions that relate to a single theme, such as Financial or Membership, can be discussed as a group.
4. Each SIGA SWG has a convenor. Discussion of the motions in the SWG occurs before the SIGA. The motions in the group are clarified, refined, combined, and otherwise prepared as much as possible for the beginning of the conference. This is done to ensure that the work at the conference is as efficient as possible. A report will be prepared by each SIGA SWG to take to the conference.
5. There will be SIGA SWG virtual meetings at the conference before the GA session begins. All conference attendees are welcome to join these discussions. It is assumed that SI Member Groups with motions in the SIGA SWG will attend (or be available to comment), as well as anyone with an interest in the topic. The idea is that the details of the motions will be discussed in the SIGA SWGs, so that there will not be much discussion at the SIGA session. All discussion participants must have prepared themselves, by reading the motions in the SIGA SWG and the SIGA SWG report.
6. During the SIGA session, the SIGA SWG convenor will introduce the motion, as it has been finalized by the SIGA SWG. The original SI member group that made the motion usually speaks about it as well. The intention is that at the SIGA session, there is minimal debate over details, since those were to be done at the SIGA SWG meetings.
7. If debate at the SIGA sessions gets too complicated, it may be suggested that the motion be taken back to the SIGA SWG for further discussion, and brought to a later SIGA session. That way, those who feel strongly about it can meet together outside the SIGA session.

The SIGA AWGs and SI ExcOs have noticed several challenges in the past, which we hope that this letter will minimize.

1. The experience from the last five SIGAs has been that this approach is a good one. However, active participation in the SIGA SWGs has significantly decreased since the first time we used this approach for the 2006 GA. It became better during preparations for SIGA 2018. Let's make it even better when we prepare for the 2022 SIGA!
2. Many motions are submitted very close to the deadline, making clarification of the motions more difficult. This time, please send motions as soon as you can.
3. Many motions have previously been general, without specific details such as cost, people required, skills required and plans or timeframes. These details take time to be clarified before the motions are ready to be recorded. Please read carefully and follow thoroughly the instructions in the SIGA Motion form (file name: MOTION FORM FOR SERVAS INTERNATIONAL GENERAL ASSEMBLY 2022_220221), and ensure your motion is as detailed as possible.
4. The experience has been that some of the same motions tend to appear each SIGA. Because Servas is volunteer-based, it seems that the reason they appear each SIGA is because there are no volunteers who find them important enough to plan, organize, find financing and complete. Each motion needs one individual or several champions to make things happen!
5. There is great enthusiasm and commitment at the SIGA, and unfortunately a number of people do not stay involved in working on the identified priorities after the SIGA ends.
6. Because of the disappearing volunteers between SIGAs, historically a lot of the work has fallen to SI Exco. SI Exco has enough work to run the day to day SI organization tasks. To manage the SI Exco

workload, it is assumed that SI Exco will not be responsible for any motions which do not directly fit into an SI Exco official's job description. In other words, the motion will not be acted upon unless the champion or other responsible persons does it.

For the 2022 SIGA, we are going to work hard to ensure that motions are clear, defined, detailed and owned before they are finalized. So, please look carefully at the attached SIGA Motion Form and Guidelines.

SI member groups are encouraged to work together before submitting a motion, to try to keep the number of motions as small as possible, and focused on the priority concerns for SI in 2022 and beyond.

As soon as motions close on May 27, 2022, SIGA SWGs will be set up. For each motion in each SIGA SWG, a representative of the SI member group that proposed it must participate.

In peace,

Jonny Sågänger

President

Servas International

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