

SI Exco meeting 2019-11-10 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

[Carla Kristensen](#)

[Kiat Y Tan](#)

[Paige LaCombe](#)

[Andreas Becker](#)

[Jonny Sägänger](#)

Preannounced difficulty to participate: [Radha Radhakrishna](#)

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 \(PLC\)](#)

Agenda items

Items 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=normally in status report; only short discussion

Information item=normally in status report; only short discussion

Time	Item	Who	Reference	Meeting Notes & Action items/tasks
13.45-14.00	Chit-chat: "Social round"	optional		
14.00-14.05	Today's agenda: (any important last minute items?)	Jonny Sägänger Kiat Y Tan		Decision: Action: RBR will make a proposal on written requirements for when the Exco (or others) needs to approve contracts, invoices. Who: RBR Deadline: Dec 13 2019
14.05-14.10	Information item: Adoption and upload of minutes from previous meetings	Kiat Y Tan	Minutes on SI's website. https://servas.org/en/community/board-and-management/si-exco	Decision: KT will upload the minutes once the majority of Exco approves the same via email. Action: Who: KT Deadline:
14:10–14:20	Information item: Servas growth campaign 2020. Status report.	Jonny Sägänger Paige LaCombe	Status report on the SI growth campaign and recruitment of a SI Growth Team (SI GT).	Decision: 3-4 persons have been recruited for SI Growth Team (Pamela Yang, Peter Lingren, Stephane Fagerstrom, RBR-to be confirmed) Action: Who: JS, PL Deadline:

14:25–14:35	Information item: SICOGA 2021	Kiat Y Tan Paige LaCombe Jonny Sägänger	Status report on the SICOGA 2021. A) Number and names of Servas country groups wishing to host SICOGA 2021. B) Financial update. C) SI Nominations Team (SI NT) established	Decision: Romania,India,Columbia,Tunisia,Kyrgyzstan have expressed interest in hosting the SICOGA 2021. Spain & Portugal are considerin Action: PL will inform the Nomination Team about the financial difficulty in holding the next SICOGA Who: PL Deadline: Dec 13 2019 Notes: SI Nomination Team has been established
14:35–14:50	Discussion & decision: Status on content on servas.org.	Carla Kristensen Andreas Becker Jonny Sägänger	Status on content on servas.org : A) Editorial content on servas.org. How many people can manage the Content Management System (CMS)? B) Handling of documents for servas.org: B1) SI Making Connections Directory B2) Press release and text about SI Ethical Travel Team report + recommendations C) Closed page on servas.org (for members only). Status on timeline? additional information: discussion + facts about the plan to Build www.servas.org public pages on Drupal 8 for easier handling	Notes: A) 4 Servas volunteers have the admin rights to manage the CMS, 1 person is retiring & 1 person is unable to prioritize. 2 professional consultants have the rights as well. Decision: Action: B1)CK will write the text for SI Making Connections Directory & will work with AB on the structure requirements of the programmers. C)JS & KT will create a list of documents which could be moved from the public domain to "members only" area. Who: B1) CK, AB C) JS, KT Deadline:Nov 17 19
14:50–15:00	Discussion & decision: Proposed SI EXCO response to Internal Audit report	Radha Radhakrishna Andreas Becker Jonny Sägänger	Radha's draft SI Exco response to SI IAC report. Radha's draft text is here: https://nextcloud.servas.org/nextcloud/index.php/apps/files/?dir=/2%20SI%20Exco%202018-2021/SI%20Exco%20meetings%202018-2021/SI%20Exco%20meeting%202019-11-10/SI%20IAC%20report%202018-2019&fileid=17007 SI Exco will during this meeting agree on a text that Radha can send to SI IAC.	Decision: will discuss in the next meeting Action: Who: Deadline:
15:00-15:05	Stretch Legs			
15:05–15:10	Information item: Visa problems	Carla Kristensen	Visa problems during SI Youth & Family events. What is the problem about? Possible actions and solutions?	Decision: a)CK to create some guidelines on visa applications b)CK will discuss with 1 other Exco member on the answer to 1 Servas country's request for reimbursement Action: Who: CK +1 Deadline: b)Dec 8 2019

15:10–15:15	Information item: SI Nominations Team (SI NT)	Paige LaCombe	Update on the establishment of SI Nominations Team (SI NT)	As above. Decision: Action: Who: Deadline:
15:15–15:20	Information item: Membership fee structure discussion	Jonny Sägänger Paige LaCombe	Presentation of summary of membership fee structure discussion among a number of national secretaries. The summary is available here: https://www.dropbox.com/s/1x3cx5m17t7v8o/fee%20structure%20comparion.xlsx?dl=0 Comments & action proposal Andreas Becker : <ul style="list-style-type: none"> • a standardization in Servas groups' membership (fee) structure will greatly contribute to reducing IT costs for implementing related functionality, be it in ServasOnline, or in any other tool chosen. As a consequence, SI can support work on standardizing it. • in order to make a reliable choice that can be used as baseline for tech implementation, a possible standardization would need to be voted upon, either through a DV or at GA. • preparing a corresponding motion would involve the following steps: 1) creating one (or two) models to be proposed, presenting pros + cons of each, 2) review + discuss this proposed models in a group of interested people 3) as a synthesis, create the motion text to be voted upon. the discussion group mentioned must include people from all continents. • this process could be organized as a specific task as part of the Roadmap project. 	Decision: 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. Action: Who: PL & AB Deadline: Nov 17 2019
15:20–15:25	Information item: Reasons for a SI Exco face-to-face meeting 2020?	Jonny Sägänger	Any contributions to motive for a face-to-face meeting? JS: Getting to know each other better usually enhances a board's ability to work as a dynamic, trusting and productive team.	Decision: The Exco will look into this Action: Who: Deadline:
15:25–15:45	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 here in Nextcloud, 48 hours before the meeting starts: https://nextcloud.servas.org/nextcloud/index.php/apps/files/?dir=/2%20SI%20Exco%202018-2021/SI%20Exco%20meetings%202018-2021/SI%20Exco%20meeting%202019-11-10/SI%20Exco%20members%20reports%20since%20last%20meeting&fileid=17010	Decision: Action: Who: Deadline:
15:45–15:55	Open space for SI Exco member's proposed items	Kiat Y Tan Paige LaCombe Andreas Becker Carla Kristensen Jonny Sägänger Radha Radhakrishna	Andreas Becker : discuss about impact of audit committees proposal distributed by Radha. Andreas Becker : develop a "Code of Conduct" for Servas Officials Jonny Sägänger : Jonny will participate in international event about minority people's rights.	Decision: CK will prepare a draft "Code of Conduct" for Servas Officers. Action: Who:CK Deadline:

15:55–16:00	Next meetings – time and dates		<p>Proposals:</p> <p>(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)</p> <p>2019-12-15 UTC 14.00-16.00</p> <p>2020-01-20 UTC 14.00-16.00</p> <p>2020-02-16 UTC 14.00-16.00</p> <p>2020-03-15 UTC 14.00-16.00</p> <p>2020-04-19 UTC 14.00-16.00</p> <p>2020-05-17 UTC 14.00-16.00</p> <p>2020-06-21 UTC 14.00-16.00</p> <p>2020-07-19 UTC 14.00-16.00</p> <p>2020-08-16 UTC 14.00-16.00</p> <p>2020-09-20 UTC 14.00-16.00</p> <p>2020-10-18 UTC 14.00-16.00</p> <p>2020-11-15 UTC 14.00-16.00</p> <p>2020-12-20 UTC 14.00-16.00</p>	<p>Decision: UTC 14.00-16.00</p> <p>Next meeting: 2019-12-15</p>
Time?	End of meeting	Paige LaCombe		

Task report

Looking good, no incomplete tasks.

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