2021-05-16 SI Exco Meeting agenda & minutes

Date and Time

UTC Time Zone
Sunday May 16 2021 14:00-16.00

Los Angeles, USA May 16 2021 at 07:00 PDT (UTC -7)
Ottawa, Canada April 18 2021 at 10:00 EDT (UTC -4)
New York, USA April 18 2021 at 10:00 EDT (UTC -4)
Stockholm, Sweden April 18 2021 at 16.00 CET (UTC +2)
Ottawa, Portugal April 18 2021 at 15:00 WET (UTC +1)
Kuala Lumpur, Malaysia April 18 2021 at 22:00 MYT (UTC +8)
Brisbane, Australia April 18 2021 at 00:00 AEST (UTC +10)

Use the Time Zone Converter set the date and times.

Participants

<table>
<thead>
<tr>
<th>Participant</th>
<th>Position</th>
<th>Present (Y/N)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jonny Sågänger (JS)</td>
<td>SI President</td>
<td>Y</td>
</tr>
<tr>
<td>Carla Kristensen (CK)</td>
<td>SI Vice President</td>
<td>Y</td>
</tr>
<tr>
<td>Kiat Y Tan (KT)</td>
<td>SI General Secretary</td>
<td>Y</td>
</tr>
<tr>
<td>Paige LaCombe (PLC)</td>
<td>SI Peace Secretary</td>
<td>Y</td>
</tr>
<tr>
<td>Radha Radhakrishna (RBR)</td>
<td>SI Treasurer</td>
<td>Y</td>
</tr>
<tr>
<td>Jim Leask (JL)</td>
<td>Co - SI Membership &amp; Technology Secretary (MTS)</td>
<td>Y</td>
</tr>
<tr>
<td>Paul Nielsen (PN)</td>
<td>Co - SI Membership &amp; Technology Secretary (MTS)</td>
<td>N - optional</td>
</tr>
</tbody>
</table>

By invitation: None this time.

Pre-announced difficulty to participate: None this time.

Goals

Being on track with fulfilling SI GA 2018 decisions and SI Exco tasks according to the SI statutes.

Minutes recording: Jim Leask (JL) & Kiat Y Tan
Time keeper: Paige LaCombe (PLC)

Criteria for agenda items

Items are in priority order.
**Decision Item (DEI)** = needs immediate decisions. Long or short discussion.

**Discussion and Decision Item (DDI)** = Item that requires discussion & possibly involves decision

**Discussion Item (DII)** = Item that involves discussion and brainstorming

**Update item (UI)** = Normally documented in SI Exco members monthly status report; only short discussion

**Information item (II)** = On brand new ideas or earlier SI Exco decisions. Normally documented in SI Exco members monthly in status report; only short discussion.

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## Agenda

<table>
<thead>
<tr>
<th>Item</th>
<th>Time (UTC)</th>
<th>Item subject</th>
<th>Who</th>
<th>Reference &amp; background material</th>
<th>Minutes (Notes, decisions, tasks, who &amp; deadlines):</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>13:45-14:00</td>
<td>Chit-chat: “Social round”</td>
<td>optional</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.0</td>
<td>14:00-14:10</td>
<td>Today’s agenda: Any important last minute items for the agenda?</td>
<td>Jonny Sågånger Kiat Y Tan</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| 2.1  | 14:10-14:30| Servas Canada request | Jim Leask | Request for input from Servas Canada: (1) possible ways that Servas members could receive financial assistance in attending future UN events, and also about (2) a possible efficient and fair process by which certain Servas member countries could provide specific financial assistance to other member countries for their programming (e.g. Servas Canada’s donation of a prize to Servas Brazil’s writing contest this past year). Christine is wondering if SI’s Development Committee would be a home for either (or both?) of these matters, and/or if a formal motion via Distant Vote or the next SICOGA would be the route to begin discussion and decision on either. | Minutes:  
- Who would Servas Canada talk with within SI to setup donations or sponsorships like this?  
- Funds directed to the SI development committee will be earmarked for use by that committee based on donor input.  
- Funds should be sent to the SI Development committee, who will disburse it. Where earmarked, funds may be spent on UN or other program purposes as directed.  
- Jim Leask Report back to Servas Canada how to send financial assistance to the SI-Development committee for UN or other programs. 17 May 2021 |
| 3.0  | 14:10-14:30| Proposed Extraordinary SI General Assembly 2021 (E-SIGA 2021) | Jonny Sågånger Kiat Y Tan | First announcement to SI member groups sent out on March 31. See the announcement here. | Minutes:  
- 17 of 70 eligible member groups have voted so far at the May 2021 SI Distant Vote. Deadline is May 31.  
- SI-Exco is working with the Swiss liaison to get the official modified draft English version of the statutes for vote.  |
| 3.1  | 14:30-15:00| Proposed amendments to SI Statutes (2018) | Jonny Sågånger Radha Radhakrishna | Report on the dialogue with SI Exco’s liaison in Switzerland and the Swiss authorities. | Minutes:  
- Paul Nielsen will take the lead on e-conferencing tools, and contact relevant people. 23 May 2021 |
| 3.2  | 14:30-15:00| E-conference tools | Jim Leask Paul Nielsen Jonny Sågånger | Working area for managing e-conferencing tools. | Minutes:  
- Paul Nielsen will take the lead on e-conferencing tools, and contact relevant people. 23 May 2021 |

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Note: The agenda items are marked with checkboxes for tracking purposes.
### 4.1 SIGA 2022 digital business meeting tools

**Demo of digital business meeting tool**

Possible digital business meeting tool for SIGA 2022, and possibly also for E-SIGA 2021.

Presentation by
- Jonny Sågänger
- Jim Leask

Download documents before the meeting on this [weblink](#).

**Minutes:**
- a demo and live experiments of the Suffra business meeting tool for managing motions. It is worth exploring.
- Paige provided information about another tool - Meeting Pulse | Scalable Live Polling and Results Analysis
- Carla suggested that SI EXCO could invite 3 experienced Servas Spain members to present their thoughts and experiences about digital assemblies and voting.

- Jonny Sågänger, Kiat Y Tan will send an invitation to the Servas Spain reps after this meeting. 17 May 2021
- Paul Nielsen Investigate the business meeting tools on this weblink. Add to possible tools in the e-conference section. 23 May 2021
- Jonny Sågänger, Paul Nielsen to present proposed setup for GA 2022. Include how motions will be discussed and voted. Asynchronous vs synchronous sessions etc. 13 Jun 2021

### 4.2 Financials 2020-21 General Assembly Reserve motion

**SI General Assembly Reserve motion.**

A draft motion can be downloaded on this weblink.

**Minutes:**
- Motion: SI Exco decides to transfer CHF 40,000 to the General Assembly Expenses Reserve.
- Moved by Radha, Seconded by Paige
- Approved unanimously

### 5.0 15:00–15:05

**Stretch Legs**

### 6.0 15:05–15:15

**ServasOnline System version 2 design and development**

- Jim Leask
- Paul Nielsen

### 6.1 ServasOnline System version 2 design and development - status report

**Minutes:** no report

### 6.2 ServasOnline System version 2 design and development - timeline

**Minutes:** no report

### 7.0 15:15–15:20

**SI Annual Report 2020 Update (UI)**

- Kiat Y Tan
- Jonny Sågänger

**SI Annual Report 2020:**
- A) Servas countries. Status report. (Deadline was March 31).
- B) SI officers and other key persons. Status report. (Deadline was March 31)
- C) Deadline for SI GS delivery of SI AR to SI P?

**Minutes:**
- SI GS has received 37 annual reports out of 77.
- 8 officers and key persons reports out of 17.
- Kiat Y Tan Deadline for SI GS delivery of SI AR to SI P 30 Jun 2021

### 8.0 15:20–15:30

**SI Distant Vote (SI DV) May 2021 (DEI)**

- Kiat Y Tan
- Carla Kristensen
- Jonny Sågänger
- Radha Radhakrishna

**Status report SI DV May 2021 (KYT)**

**Minutes:**
- Voting papers have been sent. Voting should be completed by 30th May. Results will be announced by the DV administrator by June 30th.
8.2  
| Carla Kristensen  
| Radha Radhakrishna  
| Jonny Sågänger  
|  
| **Zoom meetings & Q&A (Africa)**
|  
| **Minutes:**
| - Kiat Y Tan, Carla Kristensen  
| - Setup meeting with East and S.E Asia to discuss DV details.  
| - 23 May 2021
| - Members of EXCO had a meeting on April 25 with representatives from Africa to discuss the DV. It was an engaging discussion.

9.0 15:30–15:35  
| Kiat Y Tan  
| Paige LaCombe  
| Jim Leask  
| Carla Kristensen  
| Jonny Sågänger  
| Radha Radhakrishna  
|  
| **SI Exco member's verbal and written reports**  
| **Questions about the reports, anyone?**  
|  
| Please upload your written reports in Nextcloud, 24 hours before the meeting starts. Insert the weblink to your report in Nextcloud (accessible via Nextcloud with appropriate sharing permissions).

| **Kiat Y Tan**
| **Paige LaCombe**
| **Jim Leask**
| **Carla Kristensen**
| **Jonny Sågänger**
| **Radha Radhakrishna**
|  
| **Minutes:**
| - Jonny participated in HospEx summit - hospitality exchange.

10.0 15:35–15:45  
| Kiat Y Tan  
| Paige LaCombe  
| Jim Leask  
| Carla Kristensen  
| Jonny Sågänger  
| Radha Radhakrishna  
|  
| **Open space for SI Exco members proposed items**  
| **Items anyone?**

| **Kiat Y Tan**
| **Paige LaCombe**
| **Jim Leask**
| **Carla Kristensen**
| **Jonny Sågänger**
| **Radha Radhakrishna**
|  
| **Minutes:**

11.0 15:45–15:50  
|  
| **Next meetings – time and dates**
|  
| **Proposals:**  
| - 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)
|  
| 2021-06-20 UTC 14.00-16.00  
| 2021-07-18 UTC 14.00-16.00  
| 2021-08-15 UTC 14.00-16.00  
| 2021-09-19 UTC 14.00-16.00  
| 2021-10-17 UTC 14.00-16.00  
| 2021-11-21 UTC 14.00-16.00  
| 2021-12-19 UTC 14.00-16.00

| **Kiat Y Tan**
| **Paige LaCombe**
| **Jim Leask**
| **Carla Kristensen**
| **Jonny Sågänger**
| **Radha Radhakrishna**
|  
| **Minutes:**
| - Next meeting:
| - Decision: 2021-06-20 UTC 14.00-16.00

12.0 15:50–16:00  
| All  
|  
| **Instant minutes**
|  
| Review the minutes so they can be finalized.

13.0 Time:  
|  
| **End of meeting:**  
| **16:07 UTC**

| **Paige LaCombe**
|  
| **Minutes:**

**Task Summary**

**Incomplete Tasks from this meeting**
<table>
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<tr>
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<th>Due date</th>
<th>Assignee</th>
<th>Task appears on</th>
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**Completed Tasks**

**Task report**

Get going, no tasks completed yet.

NoteDeeport in NextcloudAc