

2022-01-16 SI Exco Meeting agenda & minutes

Date and Time

UTC Time Zone Sunday January 16 2022 14:00-16.00

Los Angeles, USA January 16 2021 at 06:00 PDT (UTC -8)

Ottawa, Canada January 16 2021 at 09:00 EDT (UTC -5)

New York, USA January 16 2021 at 09:00 EDT (UTC -5)

Stockholm, Sweden January 16 2021 at 15:00 CET (UTC +1)

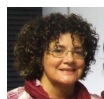
Lisbon, Portugal January 16 2021 at 14:00 WET (UTC +0)

Kuala Lumpur, Malaysia January 16 2021 at 22:00 MYT (UTC +8)

Brisbane, Australia January 17 2021 at 00:00 AEST (UTC +10)

Use the [Time Zone Converter](#) set the date and times.

Participants



Carla Kristensen



Jim Leask



Jonny Sägänger



Kiat Y Tan



Paige LaCombe



Paul Nielsen



Radha Radhakrishna

Participant	Position	Present (Y/N)
Jonny Sägänger (JS)	SI President	Y
Carla Kristensen (CK)	SI Vice President	Y
Kiat Y Tan (KT)	SI General Secretary	Y
Paige LaCombe (PLC)	SI Peace Secretary	Y
Radha Radhakrishna (RBR)	SI Treasurer	Y
Jim Leask (JL)	Co - SI Membership & Technology Secretary (MTS)	Y
Paul Nielsen (PN)	Co - SI Membership & Technology Secretary (MTS)	Y

By invitation: None this time.

Pre-announced difficulty to participate: None.

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.

Item	Time (UTC)	Item subject	Who	Reference & background material	Minutes (Notes, decisions, tasks, who & deadlines):
1.0	13.45-14.00	Chit-chat: "Social round"	optional		
2.0	14.00-14.05	<p>Today's agenda:</p> <p>Any important last minute items for the agenda?</p>	<p>Jonny Sägänger</p> <p>Kiat Y Tan</p>	<p>2.0.1: Inform SI Nominations Team (SI NT) about plans to be re-elected or not?</p> <p>SI NT convenor Susanne Thestrup:</p> <p>Deadline of initial feedback 1 week after your meeting 16 Jan, please. But if the candidate is undecided that can be the feedback after 1 week. We can come back to a yes/no decision later if that is how they feel. I imagine it is a big decision. Sus</p> <p>Also requesting feedback whether they would consider another position if they do not want to nominate for Exco, please.</p> <p>2.0.2: MTS folk think we adopt MS 365 for all information management and phase out the use of Confluence. SI Tech Team will continue to use Jira for its job Ticketing capabilities.</p> <p>2.0.3: SI MTS Paul Nielsen to participate at the SI Exco February meeting. Earlier start needed.</p> <p>2.0.4: Time for SI Exco meeting on February 20.</p>	<p>Minutes:</p> <p>2.0.1:</p> <ul style="list-style-type: none"> ▪ all SI Exco members should inform SI Nominations team if they intend to submit their name for reelection. <ul style="list-style-type: none"> ▪ plan to renew, will not renew, undecided <p>2.0.2:</p> <ul style="list-style-type: none"> ▪ MS365 Teams replaces Zoom. ▪ MS365 Sharepoint/Teams replaces Confluence for SI Exco meeting minutes. <p>2.0.3: SI MTS Paul Nielsen to participate at the SI Exco February meeting.</p> <p>2.0.4:</p> <ul style="list-style-type: none"> ▪ plan on starting next meeting an hour earlier than normal. ▪ Allows Paul Nielsen to join from Australia ▪ Invite the new SICOGA finance manager to join.
3.0	14.05-14.15	SI registration	Everybody	<p>Status report on SI registration as INGO</p> <p>3.0.1: SI registration document routing around the world. Where is it now? With Paige LaCombe or Jim Leask ?</p> <p>3.0.2: Additional certifications of signatures. Status? Kiat Y Tan Carla Kristensen</p>	<p>Minutes:</p> <p>3.0.1: The document is held by the customs for Paige LaCombe in Los Angeles, where PLC lives. Will send on to Radha Radhakrishna then Jim Leask for signatures.</p> <p>3.0.2: The certifications of signature and passport of KT are now in the post to Rene, it will take about 2 weeks to arrive.</p>
4.0	14:15-14:25	Motion for Volunteer Vacancies	Paige LaCombe , Jim Leask	<p>Motion - Servas International Appointed/Elected Volunteer Vacancies - SI Exco - Servas Confluence</p> <p>Motion is pitched by PLC and JL.</p> <p>Voting.</p>	<p>Minutes:</p> <ul style="list-style-type: none"> • This motion will be withdrawn. • We will review the mandate of the Nominations Team, and present a new motion to expand their mandate to include finding and making recommendations for all volunteer positions in addition to their existing mandate of recommending persons for elections at the GA. <p>Voting result: N/A</p>

5.0	14.25-14.45	SIGA / SICOGA 2022	Jonny Sägänger Carla Kristensen	<p>Draft timetable for SI General Assembly 2022 (SIGA2022)</p> <p>5.0.1: Draft timetable for SI General Assembly 2022 (SIGA2022) business meeting, including possible SICOGA2022 info Jonny SägängerCarla Kristensen</p> <p>Please download the draft SIGA 2022 business meeting timetable with the timeline here.</p> <p>5.0.2: SIGA2022 timeline with motion deadlines, SI Work Groups (SWG) et cetera is available here and will soon be uploaded on https://servas.org/en/international-conferences</p> <p>5.0.3: Q: What are the criteria for holding the in-person event?</p> <ul style="list-style-type: none"> • use international border rules as criteria in May? • Can we consider the SIGA in Nov 2022 - virtual only • then SICOGA in Nov 2023 - conference in person (after C-19) 	<p>Minutes:</p> <p>5.0.1: SI Exco approved a draft timetable for SI General Assembly 2022 (SIGA2022) business meeting, which is expected to evolve and be finalized closer to the meeting (GA).</p> <p>5.0.2: SIGA2022 timeline with motion deadlines, SI Work Groups (SWG) et cetera is uploaded and now available on https://servas.org/en/international-conferences.</p> <p>5.0.3:</p> <p><input type="checkbox"/> Jim Leask start a MS 365/Teams discussion group around the criterias for holding the in-person event. 23 Jan 2022</p>
5.1	14.45-15.00	SIGA / SICOGA 2022	Jonny Sägänger Paul Nielsen	<p>SIGA2022/SICOGA2022 IT & tech platform</p> <p>5.1.1: Microsoft 365 - an important tech tool for planning, preparing and executing SIGA/SICOGA 2022 Jim Leask</p> <p>Which SI Exco members have got their MS365 accounts set up?</p> <p>5.1.2: Paul Nielsen informs in writing about internet connection and bandwidth on tentative venue for hybrid virtual-physical SIGA/SICOGA 2022.</p> <p>5.1.3: Jonny Sägänger informs about current status on digital business meeting tools for SIGA/SICOGA2022 voting and elections.</p>	<p>Minutes:</p> <p>5.1.1:</p> <ul style="list-style-type: none"> ■ We are evaluating MS365 to use for all aspects of SICOGA 2022, including video calls, file sharing, voting tools and other collaboration tools. <p>5.1.2:</p> <ul style="list-style-type: none"> ■ The proposed venue in India says they can provide internet service, but specifics for performance need to be verified and we have concerns they may not have the capacity we need that covers the entire centre. ■ Could consider shifting to a more major centre in India. <p>5.1.3:</p> <ul style="list-style-type: none"> ■ planning to use MS365 video and collaboration tools
	15.00-15.05	Stretch legs			
5.2	15.05-15.20	SIGA2022 / SICOGA2022	Carla Kristensen Kiat Y Tan Paul Nielsen	<p>5.2 General status report on SIGA2022/SICOGA2022 Kiat Y Tan Carla Kristensen Paul Nielsen (program managers for SICOGA2022)</p> <p>5.2.1: Major developments in SICOGA 2022 Preparation Program (CK)</p> <p>https://docs.google.com/document/d/1tQzwQH3iQ-VrkzVUWssLKcZAIU6yCdt-wWiU2bQdOII/edit</p> <p>5.2.2: SIGA2022/SICOGA2022 financial status report Radha Radhakrishna</p> <p>5.2.3: Recruitment of financial manager for SIGA/SICOGA2022.</p> <p>Radha Radhakrishna</p> <p>5.2.4: SI Exco need to answer two questions from two SI National Secretaries:</p> <p>A) May I know which city is the physical meeting (SIGA2022) located if no covid-19 bothers the meeting?</p> <p>B) I couldn't find any hint to the physical place for the GA 2022 or a hint if countries have already applied. Can you help me with it?</p>	<p>Minutes:</p> <p>5.2.1:</p> <ul style="list-style-type: none"> ■ Kiat Y Tan will share the draft funding criterias for SIGA/SICOGA 2022 with the rest of SI Exco. <p>5.2.2: Carla Kristensen Kiat Y Tan will work on the preparation program and report to SI Exco.</p> <ul style="list-style-type: none"> ■ The budget will be developed with Servas India. Nothing to report at the moment. <p>5.2.3:</p> <ul style="list-style-type: none"> ■ have 3 candidates for the financial manager for SIGA/SICOGA2022 <ul style="list-style-type: none"> ■ Jon Corrado was offered and has agreed to become the Finance Manager for SIGA/SICOGA 2022. <p>5.2.4</p> <ul style="list-style-type: none"> ■ The location for SIGA/SICOGA 2022 is planned for western India.
5.3	15.20-15.25	SIGA2022 / SICOGA2022		<p>SI Nominations Team in action Jonny Sägänger</p> <p>SI Nominations Team is preparing for the elections at SIGA 2022. Their meeting notes are available on Servas Confluence: SI Nominations Team Administration Jonny Sägänger</p>	<p>Minutes: Jonny Sägänger informed about communications with SI Nominations Team.</p>

6.0	15.25-15.30	SI Annual Report 2022	Kiat Y Tan Jonny Sägänger	SI Annual Report 2022 status report 5.0.1: SI AR status report Kiat Y Tan Jonny Sägänger	Minutes: 5.0.1: SI GS Kiat Y Tan has started to receive reports for the SI Annual Report 2022 status report.
7.0	15.30-15.40	Servas Global Song and Video Project		Servas Global Song and Video Project Motion Carla Kristensen Jonny Sägänger Please find the motion here and read it before the meeting. Verbal motion hiss pitch. 7.0.1 Vote on motion.	Minutes: 7.0.1 Vote on motion: Carla Kristensen and Jonny Sägänger will develop the motion so that it better describes how the video will be used. Which communications channels will be used? Deadline for rephrased motion to be presented to the rest of SI Exco 13 Feb 2022
8.0	15.40-15.45	SI DVA Nov 2021 report		SI DVA Nov 2021 report Jonny Sägänger SI Distant Vote Administrator (SI DVA) Chris Patterson writes in his SI DVA Nov 2021 report: <i>I would again note the DV process as currently operated is highly dependent on the Dolphin Key List email addresses. With Servas On Line up and running for Hosts and thus Travellers, I am concerned that the facilities provided by the Dolphin Key List continue to be available. In particular the ability of access and download "administrative" email and contact lists for officers of Member Groups and of Servas International.</i> The full SI DVA report can be downloaded here .	Minutes: ▪ postponed to the next meeting
9.0	15:45–15:50	SI Exco member's verbal and written reports Questions about the reports, anyone?	Kiat Y Tan Paige LaCombe Jim Leask Carla Kristensen Jonny Sägänger Radha Radhakrishna	Please write your written reports and store in Servas Confluence. SI President, SI P 2022-01-15: SI P montly report. SI Membership & Technology Secretary, SI MTS ▪ 2022-01-16: MTS Exco Board Report SI Vice President, SI VP SI General Secretary, SI GS SI Treasurer, SI T SI Peace Secretary, SI PS	Minutes: Jim Leask gave verbal additional information about the monthly report.
10.0	15:50–15:00	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) 2022-03-20 UTC 14.00-16.00 2022-04-17 UTC 14.00-16.00 2022-05-15 UTC 14.00-16.00 2022-06-19 UTC 14.00-16.00 2022-07-17 UTC 14.00-16.00 2022-08-21 UTC 14.00-16.00 2022-09-18 UTC 14.00-16.00 2022-10-16 UTC 14.00-16.00 2022-11-20 UTC 14.00-16.00	Minutes: Next meeting: Proposal: 2022-02-20 UTC 13.00-15.00

11.0	15:50–15:00	Instant minutes	All	Review the minutes so they can be finalized.	
	Time:	End of meeting: 16:22 UTC	Paige LaCombe		

Task Summary

Incomplete Tasks from this meeting

Description	Due date	Assignee	Task appears on
<input type="checkbox"/> Jim Leask start a MS 365/Teams discussion group around the criterias for holding the in-person event. 23 Jan 2022	23 Jan 2022	Jim Leask	2022-01-16 SI Exco Meeting agenda & minutes

Completed Tasks

Task report

Get going, no tasks completed yet.

NoteDeepport in NextcloudAcs