

# 2022-06-19 SI Exco Meeting agenda & minutes

## Date and Time

UTC Time Zone Sunday June 19 2022 13:00-15.00

Los Angeles, USA June 19 2022 at 06:00 PDT (UTC -7)  
Ottawa, Canada June 19 2022 at 09:00 EDT (UTC -4)  
New York, USA June 19 2022 at 09:00 EDT (UTC -4)

Helsinki, Finland June 19 2022 at 16:00 CET (UTC +3)  
Stockholm, Sweden June 19 2022 at 15:00 CET (UTC +2)  
Lisbon, Portugal June 19 2022 at 14:00 WEST (UTC +1)  
Kuala Lumpur, Malaysia June 19 2022 at 21:00 MYT (UTC +8)  
Brisbane, Australia June 19 2022 at 23:00 AEST (UTC +10)

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

## Meeting platform

The meeting will take place in MS365 OneNote. Paul has set up the meeting here:

weblink

## Participants



Carla Kristensen



Jim Leask



Jonny Sägänger



Kiat Y Tan



Paige LaCombe



Paul Nielsen



Radha Radhakrishna

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

**By invitation:** None this time.

**Pre-announced difficulty to participate:** Jim Leask, Paige Lacombe, Kiat Y Tan

## 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	12.45-13.00	Chat: "Social round"	optional		
2.0	13.00-13.10	Today's agenda: Any important last minute items for the agenda?		2.0.1: Visa situation (RBR & PN brief)	<p><b>Minutes:</b></p> <p>2.0.1: Visa is required, and conference visa is advisable for all participants. SI Exco will advise all participants to wait for needed documentation to apply for a conference visa. They should not rush to get a tourist visa because it will create problems for Servas India and I of C if a lot of people come without a conference visa. These documents are expected to be made available to them within a month of their registration. The required documents are (a) Personal invitation letter from Servas India, (b) Letter from Servas India addressed to Visa officer with details (c) Clearance letters from Ministry of External Affairs (MEA) and Ministry of Home Affairs (MHA) of the Government of India. Servas India will apply for these clearances after the number of registrations reach 75. According to Siddharth, Director of I of C and MRA Centre, it is often enough to send our application papers to the participants for the visa application (not necessary to wait to get the clearance letter). Applicants have a choice of applying for an e-visa (online) or a paper visa (embassy). We hope to provide both options to participants. We will ask people not to pay at the time of registration, but do it when they receive the papers for their visa application.</p>
3.0	13.10-13.15	SI Exco Face-to-face meeting			<b>Minutes:</b> Postponed to next Exco meeting
3.1	13.15-13.30	SI Exco Face-to-face meeting		<p>Brief evaluation of the SI Exco Face-to-face meeting May 25-31.</p> <p>3.1.1: Some short comments?</p> <p>3.1.2: Pros and cons with meeting face-to-face in combination with digital participation of SI MTS?</p> <p>3.1.3: To-do and/or action items from f-t-f meeting. What has been done and what needs to be done?</p>	<b>Minutes:</b> Postponed to next Exco meeting

3.2	13 30 -1 3. 50	SI Exco Face- to- face meeting	<p>Minutes from SI Exco Face-to-face meeting May 25–30.</p> <p>3.2.1: Minutes from May 30 needs to be finished and approved. Please add 4-5 five minutes items and approve.</p> <p>3.2.2: Approved minutes from SI Exco Face-to-face meeting May 25–30 needs to be distributed to LMA, Servas Spain, for upload on <a href="https://servas.org/en/community/board-and-management/si-exco">https://servas.org/en/community/board-and-management/si-exco</a>.</p>	<b>Minutes:</b> Postponed to next Exco meeting
4.0	13 50 -1 4. 30		4.0: Status reports & decisions about SICOGA2022	
4.1	13 15 -1 4. 30	SICO GA20 22	<p>4.1.1: SI Exco SICOGA 2022 organisational structure</p> <p><b>Any updates of new names in SI Exco's SICOGA 2022 Conference and Program Committees?</b></p>	<b>Minutes:</b> Postponed to next Exco meeting
4.2	13 15 -1 4. 30	SICO GA20 22	<p><b>SICOGA 2022 Conference Committee (SICOGA 2022 CC)</b></p> <p>Responsibility: Contracts with venue owner, practical arrangements et cetera.</p> <p>Status report from SICOGA 2022 Conference Committee (SICOGA 2022 CC)</p> <p>4.2.1: 4-5 most important developments and/or decisions from the <b>SICO GA 2022 CC</b> to be minuted.</p>	<b>Minutes:</b> Nothing new to report.

4.3	13 15 -1 4. 30	SICO GA20 22	<p><b>SICOGA 2022 Program Committee (SICOGA 2022 PC)</b></p> <p>Responsibility: The content of the conference: Program, workshops, social events for example entertainment. List of volunteers who will need to be funded, their roles.</p> <p>SI General Assembly (SIGA) is part of the Program Committee's responsibility. JS has the overall responsibility for SIGA, according to the SI Statutes (2021).</p> <p>Status report from SICOGA 2022 Program Committee (SICOGA 2022 PC)</p> <p>4.3.1: 4-5 most important developments and/or decisions from the <b>SICO GA 2022 PC</b> to be minuted.</p> <p>Go to the program items which can be found here (<a href="#">link to MS365 Teams</a>).</p> <p>4.3.2: ?</p>	<p>Minutes:</p> <p>4.3.1: The Program Timetable overview is finalized, but subject to changes. It will be added to the SICOGA website, as soon as the registration for the participants is launched.</p> <p>Various options for observers and delegates for sightseeing were considered. It was decided that the options should be researched some more with the help of the Servas India team.</p>
	14 00 -1 4. 05	Stretc h legs		Minutes:
4.4	13 15 -1 4. 30	SIC OGA 2022	<b>4.4 Timeline and timetables for SICOGA</b>	
4. 4.1	SICO GA20 22		<p><b>4.4.1 Timeline* for SICOGA 2022</b></p> <p><a href="#">MS365 Teams location for SICOGA 2022 timeline.</a></p> <p><i>*Timeline=important dates from SI Exco's decision to arrange SICOGA 2022 until the execution of the event in November 2022, including follow-up items.</i></p>	Minutes: Work in progress. Both JS & RBR have made timelines, which should be merged or should not be merged.
4. 4.2	SICO GA20 22	J S  CK	<p><b>4.4.2 Timetables* for SICOGA 2022</b></p> <p>Condensed overview and detailed SICOGA 2022 timetables can be found here (<a href="#">link to MS365 Teams</a>).</p> <p><i>*Timetable=describes when program items will take place during SICOGA 2022</i></p>	Minutes:
4.5	13 15 -1 4. 30	SICO GA20 22	<p>PN  CK  J</p> <p>4.5.1: Status report on preparations for the use of MS365 as main tech tool for planning of SIGA2022/SICOGA2022.</p>	<p>Minutes:</p> <p>Tech Team is established to support members with sign in for M365. Tech team is also working on the specs for the hybrid (virtual + live) General Assembly and Conference.</p>

4.6	SICO GA20 22	4.5.2: Double check on connectivity at SICOGA 2022 venue  Status report on internet connection and bandwidth on tentative venue for hybrid virtual-physical SIGA/SICOGA 2022.  PN	<b>Minutes:</b> We have decided to pay for the 500GB internet link for SICOGA. We expect the internet service will meet our needs.
4.7	13 15 -1 4. 30	SICO GA20 22  4.7 SICOGA conference registration website & SICOGA conference website  Status reports:  a) Conference website  Correct URL?  <a href="https://servas.org/en/international-conferences">https://servas.org/en/international-conferences</a>  b) Registration website (for participants to register)  Correct URL?  <a href="https://solsys-test.servas.org/en/content/sicoga-2022">https://solsys-test.servas.org/en/content/sicoga-2022</a>  c) Payment facility to make payments to SI for the conference and other	<b>Minutes:</b> Paul provided a report. The team is meeting this week to make final decisions before opening the registration website.
5.0	SICO GA20 22	SICOGA 2022 funding of volunteers & SIGA delegates	
5.1		5.1 Status report on SICOGA 2022 funding of volunteers & SIGA delegates  RBR	<b>Minutes:</b> RBR provided an oral report.
6.0	14 30- 14 40	<b>Open space for SI Exco member's proposed items</b>  Items anyone?	5.0.1:  5.0.2:  5.0.3:  <b>Minutes:</b>  None.
7.0	14 40 -1 4: 45	<b>SI Exco member's verbal and written reports</b>  Questions about the reports, anyone?	<b>Minutes:</b>  Please write your written reports and store in the regular place in Servas Confluence (for the time being, until we have a channel for this in MS365 Teams).  SI President, SI P  SI Membership & Technology Secretary, SI MTS (joint function)  SI Vice President, SI VP  SI General Secretary, SI GS  SI Treasurer, SI T  SI Peace Secretary, SI PS

8.0	14 : 45 - 14:50	Next meetings - time and dates		<p><b>Proposals:</b></p> <p>(Proposed regular time: third Sunday every month UTC 13.00-15.00 (1 hour later during summer months). The time and/or date gets adjusted if the ServasOnline Team meeting date is adjusted)</p> <p>2022-08-21 UTC 13.00-15.00</p> <p>2022-09-18 UTC 13.00-15.00</p> <p>2022-10-16 UTC 13.00-15.00</p> <p>2022-11-20 UTC 13.00-15.00</p>	<p><b>Minutes:</b></p> <p>Next meeting:</p> <p>Proposal: 2022-07-17 UTC 13.00-15.00</p>
9.0	14 : 50 - 15:00	Instant minutes	All	Review the minutes so they can be finalized.	Minutes: Minutes were reviewed.
10.0	Time:	<b>End of meeting:</b> 14:28 UTC	<a href="#">Radha</a> <a href="#">Radha</a> <a href="#">Krisna</a>		

## Task Summary

### Incomplete Tasks from this meeting

Descrição	Data de conclusão	Atribuído	AS tarefa aparece em
<ul style="list-style-type: none"> <li><a href="#">Carla Kristensen</a> this document will be reviewed and put in the correct place on Teams 24/04/2022</li> </ul>	24/04/2022	<a href="#">Carla Kristensen</a>	2022-04-17 SI Exco Meeting agenda & minutes
<ul style="list-style-type: none"> <li><a href="#">Jonny Sägänger</a> 22/04/2022 4.0 We discussed motions vs discussions. We recognize that we need to ask members to consider submitting "Discussion Papers" as well as "Motions" Jonny? Add to April Bulletin (last minute change)</li> </ul>	22/04/2022	<a href="#">Jonny Sägänger</a>	2022-04-17 SI Exco Meeting agenda & minutes
<ul style="list-style-type: none"> <li>SI Exco members will send photos of mailing the package to Jonny. New date for this action item needed 21/04/2022</li> </ul>	21/04/2022		2022-04-17 SI Exco Meeting agenda & minutes

### Completed Tasks

## Relatório de tarefas

Continue, ainda não foram terminadas quaisquer tarefas.

NoteDeepport in NextcloudAcs