










Date and Time

UTC, Time Zone	Sun, 23 April 2023 at 12:00-14.00
Ottawa, Canada	Sun, 23 April 2023 at 08:00 EDT
Brisbane, Australia	Sun, 23 April 2023 at 22:00 AEST
New York, USA	Sun, 23 April 2023 at 08:00 EST
Stockholm, Sweden	Sun, 23 April 2023 at 14:00 CET
Lisbon, Portugal	Sun, 23 April 2023 at 13:00 WET
Paris, France	Sun, 23 April 2023 at 14:00 CET
Mexico City, Mexico	Sun, 23 April 2023 at 06:00 CST
Taipei, Taiwan	Sun, 23 April 2023 at 20:00 IST

(Use the [Time Zone Converter](#) to calculate the above times)

Participants & Attendance

Participant	Photo	Position	Present (Y/N)
Radha Radhakrishna (RBR)		SI President (SI P)	Y
Carla Kristensen (CK)		SI Vice President (SI VP)	Y
Jonny Sågänger (JS)		SI General Secretary (SI GS)	Y
Jim Leask (JL)		Co-SI Membership & Technology Secretary (SI Co-MTS)	Y
Paul Nielsen (PN)		SI Membership & Technology Secretary (SI MTS)	Y
Francisco Salomón Luna Aburto (FSLA)		SI Peace Secretary (SI PS)	Y
Hsueh-mei Wang (HW)		Co- SI Peace Secretary (SI Co-PS)	Y

Jon Corrado (JC)		Co- SI Treasurer (SI Co-T)	Y
Richard Cabassut (RC)		SI Treasurer (SI T)	Y

By invitation: None this time.

Pre-announced difficulty to participate: Jon Corrado (JC)

Agenda and Minutes

Minutes recording: *JS supported by others*

Time keeper: *JS, FSLA*

Item	Reference, background material & discussion	Motions and Decisions (what, who, when)
1.0 Meeting Initiation		
1.1	Attendance and call to order	Start of meeting: On time, 12.00 UTC.
1.2	Agenda additions and modifications. Servas Spain will hold a peace seminar Sept 16-23 2023 in Alicante, Spain. SI Exco, SI Tech Team, SI Family & Youth Committee and others are invited.	RBR informed about the upcoming meeting. Action: RBR will request an updated seminar agenda and share with SI Exco.
2.0 SI Exco Monthly Reports		

<p>2.1</p>	<p>SI President Report</p> <ul style="list-style-type: none"> • Met with US Servas Board to understand their working and discuss cooperation and coordination • Met with Servas members during the Servas peace Forum on Youth and Families – with focus on SYLE. 	
<p>2.2</p>	<p>SI Vice President (VP) Report</p> <ul style="list-style-type: none"> • Participation in the Exco meeting with US Servas board • Participated in website content group (servas.org v2) meeting and wrote drafts about different Servas social activities • Project Making Connections- wrote a google form • Meeting with Francisco and Mei- project Servas Social & Peace Calendar 2024 • Meeting with Julie C. re: SI communication issues • SI Handbook update: ongoing • Informed SI Archives Consulting Team and SI Help Desk members about their appointments for these positions. 	
<p>2.3</p>	<p>SI Membership and Technology (MTS) Report</p> <ul style="list-style-type: none"> • Servas.org V2 development ongoing <ul style="list-style-type: none"> ○ System descriptions being created ○ Email notification infrastructure added ○ Preparing Servas.org V2 for release. ○ Static content from V1 is being formatted for V2. It may be further refined by the content team. ○ Reviews are critical for all countries • David Hills is working as Project Manager <ul style="list-style-type: none"> ○ Managing review process ○ Managing volunteers • M365 Domain servas.site is being implemented. Email with form sent to current account holders to help assess account needs. Will be looking to hand over the M365 work to the Tech Team (Dan leading Ananya, Bianca and Dakshit) soon. 	

2.4	<p>SI General Secretary Report (GS)</p> <ul style="list-style-type: none"> • 2023-04-14: Participated in a meeting with the Servas USA board. • 2023-04-16: Participated in strategic planning meeting with servas.org v2.0 website content team (EXTENDED group). • Servas.org website content inventory and development work with SI VP CK & a Servas Britain member who is a web designer. • SI Annual Report 2022. • May 2023 SI Distant Vote. • Update of signatories for SI's bank account. • Routine work (correspondence). 	
2.5	<p>SI Peace Secretary Report</p> <ul style="list-style-type: none"> • 1st Servas Peace Forum on Apr. 22. 133 members from 44 countries registered. 80 members joined. • 2nd Servas Peace Forum is confirmed. Topic: Servas Peace School in Turkey, Date: Sat. Jun. 3 • Participation in a meeting with SIDC. • Meeting with the US Servas Board. • Managing with Francisco from Italy the crowdfunding project for Servas Peace School. • Selections for new candidates for Servas Representatives in NY with Kent. • Possible participation of Hans Eriksson from Sweden in a UN event in Vienna with Angelika. • Collaboration with the DC Latam with Neuma. • Meeting with Peace Secretary with Carla. 	Organize meeting with Servas Latinoamerica and Asia.

2.6	<p>SI Treasurer Report</p> <ul style="list-style-type: none"> • Emailing (question and answers) : Richard emailed to all countries that have to pay fees to inform them that he is the new treasurer, that their payment is well received if it is the case, or that we are waiting for their payment if it is the case. Richard answered different emails about fees payment. • Bookkeeping : Jon has begun to write the treasurer report from 01 April 2022 to 31 March 2023. • Banking (to process out-payment of bills and to check in-payment to be received on our account) : Jon edits vouchers, Radha approves them, and Richard process in-payment and checks out-payment (with second signature by Jonny or Carla). • Processing credit card payments: Radha and Richard successfully conducted a test. Next, to set up links for donations, and other applications in the future. • Email address: to build a shared email box where finance email will be received or sent. We will use the treasurer email address. • Guidebook: working on writing a guidebook for treasury • Recruitment of a new assistant for treasury: To handle emails and to support where necessary. 	
3.0 Financial Update		
3.1	<p>Financial Report</p> <ul style="list-style-type: none"> • No significant updates • Some countries have not yet paid their 2022 dues and it is being followed up, as mentioned above. • Jonny reported that the list of people who can be added and who can operate the account is still being worked on. Some of the people on the list are traveling and he hopes it can be done during the month of May. 	
4.0 Business Items		
4.1	<p>Personal annual goals for SI Exco members – Update Please update SI Goals and Plans.docx if you have not already done so.</p> <p>It is recommended that all EXCO members should complete it before the next meeting.</p>	

4.2	<p>Servas Turkiye Request for support Update</p>	<p>C. K. is in contact with Servas Turkiye NS and Peace Secretary. Probable meeting with Exco on May, 7.</p>
4.3	<p>SI committees and Teams.</p> <ul style="list-style-type: none"> • Have the volunteer lists on each team been updated? • Have their roles been defined? • Have the volunteers been communicated to? • Have we received their acceptance? • Have we posted this information on Servas.Org and communicated to those who need to know? <p>Link to the excel file of volunteers: Candidates waiting for appointment by SI Exco.xlsx (sharepoint.com)</p>	<p>Action:</p> <p>JS & CK will</p> <p>a) update the list of confirmed members of SI teams and committees.</p> <p>b) create a list of prospective volunteers.</p> <p>JL: present to JS & CK the function/workspace in servas.org version 2 where these lists will be allocated</p> <p>Deadline: SI Exco June meeting.</p>
4.4	<p>Update by Carla Kristensen on SI Archivist and SI Archives Consulting Team and SI Help Desk Team</p> <p>Have the archivists (Anna Koster and Penny Pattison) and the help desk team (Judy Bartel, Andrea Assis, and Amir Levy) been informed about their appointments? What are the next steps?</p>	<p>C. K. has informed each member of these 2 teams on their appointments.</p>
4.5	<p>SI Handbook Update</p>	
4.6	<p>Update SI Exco call with member groups project</p> <ul style="list-style-type: none"> • Report on call with US Servas • Upcoming calls 	<p>Action: SI Exco will invite SI Development Committee (SI DC) to the May 2023 board meeting.</p> <p>RBR will send the invitation.</p>

<p>4.7</p>	<p>Servas.org Version 2 Update</p> <ul style="list-style-type: none"> • Working with David Hills as project manager is going well and very helpful. • Translation work to other languages is actively underway for Spanish, Italian, French and German. • Detailed review of all admin processes is actively underway. • Static content from V1 is being reorganized and presented to V2. Refinements and new content from the content team will be incorporated when available. This will not hold up the release however, as it can be evolved independently from the release of the rest of the system. • Want to focus on getting V2 released, but in a manner that gives the best initial impact. 	
<p>4.8</p>	<p>Servas.org content (update)</p> <ul style="list-style-type: none"> • We have a content site established for creating and editing content. It is being used to create and modify content that can be synced to other servers. • Paul met with the servas.org content team and discussed the initial home page. • After discussion MTS decided to continue its work with content until the content team provides deliverables. 	<p>Action:</p> <ul style="list-style-type: none"> A) Servas.org v2 content team will outline a time line from now until July 1 2023. B) JS will share a detailed request for SI Exco members to share their very best photos and stories describing Servas activities. They will suggest themes. <p>Deadline: 2023-05-05</p>
<p>4.9</p>	<p>SINB Vol 1 (2023) Update</p> <p>SINB Vol 1 (2023) is planned to be published in May.</p>	
<p>4.10</p>	<p>SI Distant Vote (SI DV) May 2023 (update)</p> <ul style="list-style-type: none"> • We will use M365 Forms for voting at the SI DV May 2023. • Accounts and guest access being set up in M365 for the DV • Only one vote/one form is needed for the DV 	

4.11	<p>Two information items:</p> <ul style="list-style-type: none"> • Home swaps (discussion if any decisions are needed) • Input to SI communication strategy • SERVAS INTERNATIONAL COMMUNICATION POLICY .docx (sharepoint.com) 	<p>Action:</p> <p>RBR will inform JvdW of Servas South Africa about current Servas offer about home swaps.</p>
<p>5.0 Closing Procedures</p>		
5.1	<p>Future proposed meetings – time and dates</p> <p>2023-06-18</p> <p>2023-07-16</p> <p>2023-08-20</p> <p>2023-09-17</p> <p>2023-10-15</p> <p>2023-11-19</p> <p>2023-12-17</p>	<p>Next meeting:</p> <p>2023-05-21</p> <p>UTC 12.00-14.00</p>
5.2	<p>Minutes Review and Approval</p> <p>Review the minutes from today's meeting so they can be finalized.</p>	
5.3	<p>End of meeting:</p>	<p>End of meeting: 14:05 UTC</p>