

Date and Time

UTC, Time Zone Sun, 16 July 2023 at 12:00-14.00

Ottawa, Canada Sun, 16 July 2023 at 08:00 EDT

Brisbane, Australia Sun, 16 July 2023 at 22:00 AEST

New York, USA Sun, 16 July 2023 at 08:00 EST

Stockholm, Sweden Sun, 16 July 2023 at 14:00 CET

Lisbon, Portugal Sun, 16 July 2023 at 13:00 WET

Paris, France Sun, 16 July 2023 at 14:00 CET

Mexico City, Mexico Sun, 16 July 2023 at 06:00 CST








Taipei, Taiwan Sun, 16 July 2023 at 20:00 IST



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

Meeting link

meet.google.com/ckb-avze-wwb

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:

David Hills, SI Technology Team

SI UN Team

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: 12.00 UTC (social talk started 11.50)
1.2	<ul style="list-style-type: none"> Agenda additions and modifications. 	
1.3.1	<ul style="list-style-type: none"> Presentation by SI UN Team 	SI's UN Team presented their work in general and specifically in the three UN sites Geneva (Switzerland), New York (United States) and Vienna (Austria). Presenters: Hamsavahini Singh (SI UN Coordinator), Kent Macaulay (Main representative, SI UN New York), Daniela Dönges (SI Representative to the UN in Geneva), Angelica Hofman (SI Main Representative to the UN in Vienna).

1.3.2	<ul style="list-style-type: none"> ● Presentation by David Hills <p>JL brought up the following issues:</p> <ol style="list-style-type: none"> a) E-stamps b) Which Servas.org V2 administrators' roles are required? <ul style="list-style-type: none"> - National secretary? - Membership administrator? - Treasurer? - ? - How to get a list of such members for training to administer the new system 	<p>Action: RBR encouraged all SI Exco members to join the WhatsApp Servas.org V2 Group to keep informed and give input on the development. This is the link to join the servas.org V2 group.</p> <p>https://chat.whatsapp.com/ILWeCBlcceelq01GMRw38c</p> <p>Action: RBR will distribute to Si Exco a document that is curated by David and Jim on V2 issues that need a decision. Deadline: 23 July 2023.</p>
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2.0 SI Exco Monthly Reports

2.1	<p>SI President Report</p> <ul style="list-style-type: none"> ● I met with officers of Servas Korea on June 25. ● Analyzed Annual Reports, and set up agenda for SI Exco meetings, with Jonny (SI GS) ● I supported Carla (SI VP) on editing volunteer opportunities form, model standard statutes for member countries/groups, and SI Handbook. ● I supported Hamsavahini (Convener, UN Team) to get access for UN Team members Danny Balderrama and Marneo Serenelli to UN New York and UN Vienna respectively. ● I had a meeting with the internal audit team on the ongoing audit of the 2022-23 financials. ● I have been in communication with the external audit team to provide them with the documentation they need. They just let us know that they have completed the audit and are ready to sign the final report. ● I had a meeting with the Finance Team to discuss the annual timetable of activities to be completed by the finance team. ● In consultation with Carla (SI VP) and Jonny (SI GS), I okayed the request from the publications team to combine SINB 2 and 3 of 2023 and publish the next edition on 1 October, 2023. 	<p>The SI Exco members read the monthly reports.</p>
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2.2	<p>SI Vice President (VP) Report Meeting with Servas Korea June 25 Monthly Meeting with SI DC July 2 Website Content Team Meeting July 5 Meeting with Delia, who will be starting Spanish courses for Servas members (an initiative of the SI DC) Meeting with AL related to the Volunteer Opportunities Google Form Content upload on servas.org (News and SI UN page)</p>	The SI Exco members read the monthly reports.
2.3	<p>SI Membership and Technology (MTS) Report</p> <ul style="list-style-type: none"> ● DV as below ● ICT - PHP update done - supports the update of the Servas.Org Drupal framework from version 9 to 10. ● Joined the South Korean meeting. Their project work is inspiring. ● Sevas.Org V2 - see below <ul style="list-style-type: none"> ○ schedule for release is challenging 	The SI Exco members read the monthly reports.
2.4	<p>SI General Secretary Report (GS)</p> <ul style="list-style-type: none"> ● Collaboration with SI DVA CM and SI MTS PN around the May-June 2023 SI Distant Vote. ● Worked on the November 2023 SI DV + ViSIGA 2023 ● Meeting with NN and CK about Servas.org V2 Website Content. ● Followed and participated briefly in a Servas.V2 Discussion in WhatsApp on LOI and Fees topics. ● Moved new and old SI Annual Report material to SI Google Workspace from SI M365 and Dropbox. ● Made preparations for a SI documents repository on SI Google Workspace. 	The SI Exco members read the monthly reports.

2.5	<p>SI Peace Secretary Report</p> <ul style="list-style-type: none"> ● South Korea June 25th meeting. ● Election of the new member of SI representative at the UN in NY. Danny Bladerrama from Bolivia. ● Meeting with SI Reprs. at the UN and the presentación with EXCO. ● Defining activities for the month of September that will be promoted during August. ● Conversation about participation of the Secretary of Peace in the event in Spain. Use of the budget, confirmations and participation in the program together with Susana and Jesus. ● Functioning of the new coordinator of Peace Secretaries of the South American region. ● Plan to call a NPS Zoom meeting at 13:00 UTC on Aug. 6 to organize International Servas Week / 921 international peace day events. ● Plan CSW68, 2024. 	The SI Exco members read the monthly reports.
2.6	<p>SI Treasurer Report</p> <ul style="list-style-type: none"> ● Meeting of the finance team (Jon, Ashok, Radha and Richard) to distribute the different tasks and to organize a calendar ● Vouchers and banking work ● Response to Chile about fee to be paid ● Guidebook written to explain how to follow up the fees ● External audit is now complete. Internal intern audit on 2022-23 finance report is ongoing. 	The SI Exco members read the monthly reports.
3.0 Financial Update		
3.1	<p>Financial Report</p> <ul style="list-style-type: none"> ● See 2.6 above. 	
4.0 Business Items		

4.1	<p>SI Handbook Update (CK) SI Handbook 2023 - Google Docs</p>	<p>CK gave a status report on the SI Handbook and asked everybody in SI Exco to make the corrections needed, including comments, in the sections of the handbook that is of each person's concern. Deadline for first part: 2023-07-30</p>
4.2	<p>Reports SI Exco call with member groups project. Executed calls/meetings:</p> <ul style="list-style-type: none"> ● South Korea June 25th 	<p>Tabled.</p>
4.3	<p>Update on SI Exco "call with member groups" project</p> <ul style="list-style-type: none"> ● Upcoming calls: Will take a hiatus in August and continue in September. Prospective SI Member Groups still to be met: <ul style="list-style-type: none"> ● Australia ● Austria ● Belgium/Luxemburg ● Czech Republic ● Denmark ● France ● Israel ● Italy ● Japan ● Netherlands ● New Zealand ● Poland ● Sweden ● Switzerland ● Brazil & Portugal ● Africa (South and North) 	<p>Tabled.</p>

<p>4.4.1</p>	<p>Servas.org development update</p> <ul style="list-style-type: none"> ● Looking at leave dates at present and need help with getting a project schedule to attempt to have a release date prior to November when many membership renewal processes begin. ● We especially need to finalise content so our programmer/technical designer Eliza has clear instructions. ● LOI and Fees have been topics of note. Finalizing rules for estamp renewal with input from multiple servas groups. ● significant effort to support custom content menu (not drupal standard) ● significant effort to support content formatting, such as front page, custom event formats and other content pages ● Upgraded to Drupal 9.5 - step towards Drupal 10 needed for production release ● Household management ongoing (move and merge members with households) 	<p>Concluded during the discussion with David Hills</p>
<p>4.4.2</p>	<p>Servas.org content (update) (JS, CK)</p> <ul style="list-style-type: none"> - JS & CK arranged to get admin rights to the servas.org V2 staging and content servers. - Searchable media library - Further work on texts, search for photos and other content 	<p>Carla (CK) and Jonny (JS) presented a report with the proposed deadlines.</p> <p>It was agreed that all images should be Servas images, not ones from a commercial library.</p> <p>It was agreed that the content should use standard structures from the Drupal library, as much as possible. Custom development should be limited as much as possible, and only used in cases where out-of-the-box alternatives are not available.</p>

4.5	<p>SI Distant Vote (SI DV) May-June 2023 (update) (JS, PN)</p> <ul style="list-style-type: none"> ● The DV is complete. ● 57 Eligible groups, only 47 confirmed voting email. ● Sent out 47 voting emails . ● Received 35 votes: <ul style="list-style-type: none"> ○ Yes - 33 ○ No - 1 ○ Abstain - 1 	Paul (PN) presented a report. The results will be published by Jonny (JS).
4.6	<p>SI Bank Accounts (update) (JS)</p>	Jonny (JS) presented a report on current status
4.7	<p>Plans for Virtual SIGA (ViSIGA) on October 29 in lieu of the SI DV (RBR)</p> <ul style="list-style-type: none"> - Timeline for overall planning (RBR) - Schedule with deadlines for ViSIGA motions (JS, CM, PN) - Organizing Team to manage the ViSIGA (RBR) 	<p>Action: Deadline for SI Exco November 2023 ViSIGA motions: July 31.</p> <p>Motion: Enable SI Exco to hold periodic virtual general assemblies in lieu of SI DV. This motion will be presented for vote at the next DV. Approved unanimously.</p> <p>JS will write the motion together with RBR and PN.</p>
4.8	<p>Follow-up on prior pending items:</p> <ul style="list-style-type: none"> ● Google Form “ Servas International Volunteer Opportunities” ● Home swaps (discussion if any decisions are needed) ● Input to SI communication strategy ● SERVAS INTERNATIONAL COMMUNICATION POLICY .docx - Google Docs ● Servas Peace Secretaries online meeting coming up. 	Tabled to next meeting

4.11	<p>SI Exco meeting in August 2023</p> <ul style="list-style-type: none"> - Shorter meeting to give people some vacation to rest? - Return to full 2 hour meeting in September 	<p>Action: One hour SI Exco meeting in August. Approved unanimously.</p>
4.12	<p>Peace Secretaries meeting next month</p>	<p>Action: FSLA and HW are going to call the 2nd National Peace Secretary online meeting at 13:00 UTC on Aug. 6.</p>
<p>5.0 Closing Procedures</p>		
5.1	<p>Future proposed meetings – time and dates</p> <p>2023-09-17 2023-10-15 2023-11-19 2023-12-17</p>	<p>Next meeting: 2023-08-20 UTC 12.00-14.00 (or 13.00)</p>
5.2	<p>Minutes Review and Approval Review the minutes from today's meeting so they can be finalized.</p>	
5.3	<p>End of meeting:</p>	<p>End of meeting: UTC 14:42</p>