

Servas International
SI Exco Teleconference
Saturday October 19, 2013 16:00 – 18:30 UTC/GMT
Over Google Hangout

Version: 3

Participants: **Ann Greenhough (AG); Jonny Sångänger (JS); Jaime Romero (JR); Danielle Serres (DS); Arnoud Philippo (AP), Mirek Wasilewski (MW)**

Minutes Recorder: **Penny Pattison (PP)**

NEXT MEETING: Saturday, date to be decided, in November, 2013 16:00 UTC/GMT

Actions are identified in Italics and Underline. A summary of action items is at the end of the minutes

1. Chit-chat and adjustment to new meeting technology before the meeting began.

Meeting began at 16:30 UTC/GMT.

2. Today's agenda (review and agreement)
 - a. Agenda was approved as circulated
3. Review and adoption of minutes from
 - a. Meeting of August 17, 2013
 - Version 3 of the minutes were approved
 - There was no review of the Action items
 - b. Face to face Meeting of September 20-22, 2013
 - The action items were reviewed, as far as Sunday 22 September 2013 11:30 am
 - Action: Each SI Exco member will send Jonny their individual achievements and goals. Jonny will add them to the minutes as appendices
 - Several wording changes were discussed.
 - Action: Jonny will make the changes and circulate the updated document for further finalizing by email.
 - c. Business arising from the minutes of the Face to face Meeting of September 20-22, 2013
 - Under 7) Registration, instead of looking for a local lawyer, Magnus is consulting with similar NGOs on the ground in Geneva, to find out how they handle registration.
 - Action: In future, Jonny will send final documents for the meeting a short time before the meeting, to ensure that everyone is looking at the same version.
 - Action: Jonny will find out a new method to make the run-through of the minutes and especially the Action Items from the previous Exco meetings more efficient. This approach will make sure we will spend enough time on the current agenda. Jonny stressed that it's everybody's responsibility to make sure we keep the timeframes for the Exco meetings.
 - **MOTION: SI will not pay CoNGO dues for 2013, 2014 or 2015. PASSED**
 - Action: For analysis of the 2015 GA proposals, Ann will contact Colombia regarding additional information needed to complete the evaluation criteria.
 - Action: Jonny will add an item 'to review comments on the slogan, core values and mission decided at the face to face meeting' to the November 2013 agenda

4. Short reports: skipped due to time constraints
5. Update: ServasOnline, SOL: skipped due to time constraints
6. SOL - next steps: skipped due to time constraints
7. Stretch legs:
8. Financial & Servas economy:
 - **MOTION made and PASSED by email on Oct 15, 2013:**
SI Treasurer will reimburse Michael Silbert all SI server related expenses for the period Aug 2012 - Oct 2013 in the amount of EUR 2829. 54, as presented in the attached files and e-mail sent by M. Silbert.
9. SI Internal Audit committee, SIIAC: SIIAC request to SI Exco: skipped due to time constraints
10. Discussion and decision: Multilateral Servas International teleconference skipped due to time constraints
11. Matters & Goals 2012-2015 overview: skipped due to time constraints
12. Next f-t-f meeting beginning of 2014 - when, where, how
 - **DECISION: The face-to-face meeting will be held in France, coordinated by Danielle, over the weekend of March 22-23, 2014**
 - Details will be defined by email
13. Next meeting: Time and date **a Saturday in November, 2013 16:00 UTC/GMT**
14. Any other business/miscellaneous:
 - **MOTION: A June 2014 Servas Future Project event is being planned jointly by Servas Britain and SI Exco. It has a total budget of 9,000 Euros and estimated attendance of 40 participants. SI will agree to accept 50% liability in case the event faces financial problems. The first firm commitment for the event, in which SI Exco participates, is a 500 Euro deposit to secure the venue. The motion will be decided by email vote, by Oct 27, 2013.**
15. End of meeting: 19:00 UTC/GMT

See next page for Action item summary

October 19, 2013 Action Items:

- 3.b. Action: Each SI Exco member will send Jonny their individual achievements and goals. Jonny will add them to the minutes as appendices
- 3.b. Action: Jonny will make the changes and circulate the updated document for further finalizing by email.
- 3.c. Action: In future, Jonny will send final documents for the meeting a short time before the meeting, to ensure that everyone is looking at the same version.
- 3.c. Action: For the 2015 GA proposals, Ann will contact Colombia regarding additional information needed to complete the evaluation criteria.
- 3.c. Action: Jonny will add an item 'to review comments on the slogan, core values and mission decided at the face to face meeting' to the November 2013 agenda

Action Items from Previous Meetings:

August 17, 2013

- 4.a.iv. Action: AG will continue to try to contact Naseem, and the SCW Asia situation will be discussed at the face-to-face meeting.
- 5.a.v. Action: JS coordinate draft RFPs for ServasOnLine by August 26, 2013 and presentation of the RFPs for proposals on Sept 30, 2013
- 6.d. Action: DS will formalize Magnus' temporary mission description
- 6.f. Action: DS will work with the Job Descriptions Committee to create job descriptions for UN Observers and National Peace Secretaries
- 8.b. Action: JR and AG will propose a Youth Team election motion, SI Exco will vote on it by email and then it will be finalized for the Distant Vote
- 8.c. Action: JR will coordinate approval of all of the motions by SI Exco by email
- 9.d. Action: AG and DS will send an update by Sept 7, 2013

Jun 15 2013 (status indication is as of Aug 17, 2013)

- 5.c.ii. Action: MW will prepare a list of countries who have and have not paid the ServasOnLine levy, by June 30, 2013 NOT DONE
- 6.a. Action: MW will contact Rolande Hodel, the Cameroon mentor, with a copy to Moses the Africa Area Coordinator, asking for a report on Servas Cameroon key people NOT DONE
- 11.a. Action: JS will send a motion about best practice procedures for SI Exco minutes recording and agendas for email decision by Jun 19, 2013 WILL BE SENT AGAIN FOR EMAIL DECISION

May 18, 2013 (status indication is as of Aug 17, 2013)

- 5.b.iii. Action: JR will coordinate a proposal for an Action Chart in July 2013. DRAFT WRITTEN
New action item: Action: JR will send draft proposal for an Action Chart to JS
- 5.b.iv. Action: JR will coordinate motions for the Nov 2013 DV. ONGOING
- 5.b.v. Action: JR will send an email to all South America member groups, asking if they want an Area Coordinator and if they do want one, what they want the person to do ONGOING
New action item: Action: JR and AG will agree on how to circulate the letter to all South America member groups asking if they want an Area Coordinator and if they do want one, what they want the person to do. They will also agree on the deadline for response, and will send the letter
- 5.e.ii. Action: AP will send SI Exco more information about the company that developed the Globetrotters web site. NOT DONE