Version: 2
Participants: **Ann Greenhough (AG); Jonny Sågänger (JS); Danielle Serres (DS); Mirek Wasilewski (MW); Arnoud Philippo (AP)**
Announced absence: **Danielle Serres (DS)**
Minutes Recorder: **David Asher (DA)**

NEXT MEETING: March 31, 2015 19.00 – 21:00 GMT/UTC

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

Meeting began at 15.20 GMT/UTC.

1. Chit-chat
   - Condolences were offered to MW on the recent sad loss of his mother.

2. Today's agenda
   - **DECISION: The agenda was approved as amended**

3. Adoption of minutes
   - Action items: JS has completed all items.
   - AG not yet completed items. *Action: AG to complete 'AG will send out a draft list of conference and GA tasks; AG will give SI Exco a deadline for the next SI Exco bulletin'.*
   - **DECISION: Version 1 of the March 3, 2015 minutes are approved with exception of Page 3 Para 5 highlighted areas in yellow and pink which are deferred to next meeting.** *Action: Next Exco meeting to discuss Page 3 Para 5 highlighted areas of minutes March 3 2015.*

4. Decision: Status of Exco decisions since most recent meeting

   - **MOTION: 2015-03-28: SI Treasurer will order printing the SI stamps for 2016. The total cost of printing the stamps for 2016 will not be higher than EUR 100 and 8510 SI stamps 2016 will be printed. Passed**
   - **MOTION: 2015-03-22: SI Treasurer will get as soon as possible EUR 10500 in order to make cash refunds in March/April 2015 to the following persons in relations to SICOGA 2015 travel refunds:**

	DELEGATES	DELEGATES 80% IN EUROS
China	**Jack Huang**	**773,00 EUR**
Israel	**Claudia Sagie**	**1 902,00 EUR**

	SI OFFICERS	SI 100% CONTRIBUTION
Audit committee	India -L.V.Subramanian	1 054,00 EUR
Dev Committee	Poland- Ewa Dzierżawska	1 380,00 EUR
Youth Team	Poland - Janek Dzierzawski	1 380,00 EUR
Treasurer	Poland - Mirek Wasilewski	1 380,00 EUR
Reg coordinator	Israel -Amir Levy	2 378,00 EUR
	TOTAL:	10 247,00 EUR

All unspent money, in the amount of some EUR 250, will be used by the SI Treasure to pay for his current expenses related to SI activities (mostly SI stamp 2015 sending and stationery). All transactions will be documented in writing. Passed

- Motion: 2015-03-28 Choice of supplier for development of SOLSYS v4 (amended during meeting).

To contract with NetiApps Software Pvt Ltd for the development of a modernized Servas International website as a step towards and the next phase leading to developing and implementing ServasOnline System, SOLSYS.

The expense for the development phase (phase 2) amounts to 34 002 US (including 10% discount compared to initial offer).
Note: It is suggested that SOLSY SCMT requests NetiApps to change the currency used in the agreement and in the transaction from USD into euro or swiss francs (CHF). If NetiApps does not deem this possible, the result of this motion will still be valid.

Background
The Background that led to the motion:
The first externally contracted phase of ServasOnLine Sys tem project was successfully completed
*The hodelivered the specifications and the images (jpeg, Photoshop) that were expected according to the contract with Servas International.
The procurement process to select the development provided for this second phase has been conducted by SOLSCMT, with second opinion give by Mark Hahn and Michael Silbert from SI ICT.

Please find deeper background and the discussions that lead to this motion in threads of email communication during the period 2015-03-13 - 2015-03-28. The threads of emails will be provided upon request from me (Jonny), the writer and promotor of this motion.
Objective
The objective of this motion is to enable the contracting of a commercial supplier for the development phase (phase 2) of the SOLSYS Project.
The SOLSYS Project is executed by SI Exco in concordance with SI GA 2009 and SI GA 2012 decisions for the creation of a modern website and website system on existing SI Internet domain servas.org.

When the SOLSYS Project has entered into a final stage the Servas member groups, country groups, hosts and travellers will enjoy a modernised website on the SI Internet domain servas.org with an underlying IT architecture. SOLSYS will provide the items and services mentioned with asterisk* below, among other things:

*SOLSYS will allow an easier contact between all Servas members.

*SOLSYS will strongly simplify the job of the key persons.

*SOLSYS benefits from the best standards of on-line websites; it will be easy to use on any kind of devices.

*The Host Lists (pdf or paper) will progressively be phased out, the worldwide members' profiles being reachable on-line.

*The member's profile will be updated by the member him/herself, the change being immediately visible by the Servas community.

*The host's or member's search will give immediate results, allowing any member to contact hosts/members the same day.

*A multi-criteria search will allow to precisely find the searched members.

*It will be possible to send mails to the selected members via SOLSYS.

*Note: SOLSYS does not replace country websites.

Passed.

Action – DS and JR to confirm that they accept the amended motion.

5. Exco member's written reports:
   - DS and JS sent reports (see Annex 1)

6. SICOGA 2015: SI Conference and SI GA 2015
   - Pre-conference – AJ confirmed that Marijke has identified a hostel venue with accommodation and meeting rooms. Booked from Thursday am to Friday pm with NZ volunteers present. Exco able to use small meeting room. Meal on Friday evening. Buses able to depart from venue Saturday am. JS querying what the theme should be for pre-conference. AG confirming that EXCO meeting and planning will take place. Theme not necessary. JS suggests that the option of using space for meetings needs to be communicated to members. _Action: AG to ensure that all attendees are aware of the potential to meet together at the pre-conference venue._
   - Derek proposes starting a waiting list. AG suggests that delegates are not put on a waiting list. AG to work with Derek and Amir to ensure that new applicants are vetted to ensure that key applicants are not turned away. Discussion about numbers. Agreed that 150 should be the optimum numbers. JS suggests that an upper limit not necessary as long as information is explicit about the business focus for the meeting. _Action: AG to check on possibility of additional accommodation for more than 150 people at SICOGA 2015, and views of NZ group about providing cultural activity programme for a potentially larger group._
   - AG confirmed that person identified to complete visas unable to complete the task. Marijke has identified replacement and group support. Some anxiety from applicants waiting for visas. MW confirms that breakeven point is 150. More applicants will not lead to any profit.
   - Nominations: AG confirmed that no-one identified yet to replace Amir on Nominations Committee. Nominations to open from May 1 2015. No retirements by current EXCO currently indicated. AG noted that PP had posted nominations on website for last GA. AG to check with PP how to proceed this time. AG confirmed that Job Descriptions need to be published to assist interest in nominations.

7. SI on the web
   - AP suggests current temporary website not clear to use. AP is unclear who has responsibility for improving content. AP confirmed that Stefan has joined Web Site team, but does not want him to be distracted by working on temporary website. AG suggests that not all new functions need to go live at the same time for new website. JS confirmed that development work needed to build in real images. In terms of implementation time line- launch is proposed for prototype at conference for a small number of countries. NetiApps will be taking over work undertaken by Oonops. JS suggests further questions about process need to be directed to Bernard.

8. Next SI Exco meeting: Tuesday 31 March 20.00 – 22.00 GMT / UTC

9. Meeting ended at 17.10 GMT / UTC.

March 28, 2015 Action items:

3.   *Action: Next Exco meeting to discuss Page 3 Para 5 highlighted areas of minutes March 3 2015.*
4.   Action – DS and JR to confirm that they accept the amended motion,(Choice of supplier for development of SOLSYS v4).
6.   Action: AG to ensure that all attendees are aware of the potential to meet together at pre-conference venue.
6.   Action: AG to check on possibility of additional accommodation for more than 150 people at SICOGA 2015, and views of NZ group about providing cultural activity programme for a potentially larger group.

Action items from previous meetings:

March 3, 2015:
6.   Action:AG will send out a draft list of conference and GA tasks.
8.   Action:AG will give SI Exco a deadline for the next SI Exco bulletin.

Annex 1   SI Exco reports

DS: report for March 28, 2015 SI Exco meeting

DS short report from 3 March to 28 March 2015

- Working with Servas Costa Rica and SI UN Observer Fanny Bello on **Upeace project**(cooperation between Servas Costa Rica and University for peace).

The **University for Peace** (**UPEACE**) is an <u>intergovernmental organization</u> with university status, established by <u>treaty</u> in 1980 and having in main campus in <u>Costa Rica</u>. Its stated mission is "*to provide humanity with an international institution of higher education for peace with the aim of promoting among all human beings the spirit of understanding, tolerance and peaceful coexistence, to stimulate cooperation among peoples and to help lessen obstacles and threats to world peace and progress, in keeping with the noble aspirations proclaimed in the <u>Charter of the United Nation</u>s.*"

- Attending Human Rights Council 28th Session in Geneva from March 16 to 20, including a working meeting with SI UN Observers on March 18 (report will be sent later).
- Preparing a motion to be submitted by April 10, on SI and UN Relationship.

<u>JS: report for March 28, 2015 SI Exco meeting</u>

Jonny's short report to Exco 2015-03-28

1. **New website and SOLSYS project**

Dialogue and meetings with SOLSYS Steering Committee Management Team (SOLSYS SCMT)

- Meeting 150224 with the following highlights:

   * Three possibly, four companies interested in bidding to deliver development phase for SOLSYS project.

   * Decision on renewed timeplan/schedule until launch

   * Amir welcome to enter SOLSYS project.

   Please find entire notes/minutes as Appendix 1 to this report.

- Jonny & Bernard status report text on SOLSYS delivered to SI News.

2. **SICOGA2015**

   - *JS has sent out invitation message to all NS, plus other key persons. Follow up work to answer messages from many different countries.*
   - *JS has done further work on registration website (to upload minutes from previous SI GA's on the current SICOGA 2015 website*
   - *JS has planned for workshop about Peace Tourism*
   - *JS has planned for workshop at SICOGA with CISV*
   - JS has written one motion to Exco about ELECTION PROCEDURE AND SI EXCO APPOINTMENTS FOR SERVAS INTERNATIONAL GENERAL ASSEMBLY 2015
   - JS has done research and started to write a motion with the aim to modernize the SI statutes by including the following items:
     * registration domicile
     * value base
     * rules about membership (individual and collective)

> * plus other fundamental matters that are needed to make the statutes more complete and fit for the year 2015 and years to come.

3. SI News

> JS has:

> Written texts about SI GA and Distant vote decisions on individual membership and member group membership in Servas International.

- Making sure viven writing assignment related to Servas Kazakhstan have been finished and delivered to Terry and Alan Stone.

4. Outreach activity

* Follow up Skype meeting with Joy diBenedetto, CEO and chairman of Friendship Force International (FFI).

Decision on presentation of Letter of Intent (LoI) for FFI's and SI's executive boards with the aim to increase co-operation between the two organisations.

For notes/minutes please find Appendix 2 below.

5. SI archive

* JS has compiled, organised and made arrangements for all SI Exco minutes from August 2012 to October 2015. Minutes now in Dropbox. JS has also asked for input from the rest of Exco and Penny Pattison.

6. Miscellaneous

* SI Registration: JS in dialogue with Phyllis Chinn, Servas USA, and SI IAC, about possible solutions to the current non-satisfactory SI registration situation.

* JS has written SI United Nations representative applications to UN New York. UN Geneva fixed. SI reps at UN in Vienna do not need applications written and sent by SI president.

* Handling of email and phone scam attack on members of Servas International

* Servas Argentina registration issue

* I asked SI CRC on the 2nd of March for a short status report on the 5/6 Exco complaint to SI CRC.

* 2014-12-18 I participated in a skype meeting which, among other things resulted in this decision: The denouncement to the current SI Exco of the behaviour of the former South America Area Coordinator is closed.

7. Action items, please see appendix 3

Appendix 1

SOLSYS SCMT
web meeting
2015-02-24

Minutes version: 2
Project: ServasOnline System, SOLSYS, a new/modernized website and systems for content
management and member administration for Servas International.
Participants: Bernard Andrieu (BA), Jonny Sågänger (JS), Stefan Fagerström (SF),
Absent (announced prior to the meeting): Frederic Morizot (FM)
Main scope for the meeting:
* status and follow up on procurement process for SOLSYS
* progress made in the project
* decisions for actions for the further development of SOLSYS
* identification of human resources needed

1. Request for proposal, RFP
RFP has been requested by SOLSYS SCMT for the development process for SOLSYS
Three companies have expressed interest to participate in the bidding for the job.
Oonops (France)
NetiApps Software (India)
Rays TechServ Pvt. Ltd. (India)

A fourth company, Beehive (UK) will decide around February 26-27 whether or not they will
concider to participate in the procurement process.
Action: BA will, when he receives the answer Yes or No to participate from Beehive, give
them (Caroline Taylor) the ultimatum that they will have to give a definite answer in less than
five days (from 26-27 February).

SF: The Servas community should be informed about the important news that SOLSYS
SCMT is in dialogue with four companies regarding the execution of the final stage of the
creation of SOLSYS.
Action: JS writes briefly about this fact in the upcoming issue of SI News (President's
message).

2. NetiApps well positioned
BA: At this point NetiApps seems to be offering the best combination of price and
performance for the development phase of the SOLSYS project.
After a review of some of NetiApps' showcases - thanks to SF's "soft hacking" (SF created an
account on https://www.parivartree.com/) BA's opinion was backed and shared by both SF and
JS.
SF: NetiApps has with parivartree.com showed that they have a deep understanding of the
needs of an organisation that is a member organisation (like SI). The website parivartree.com
and its features proves NetiApps can build social communities on the web and a website for
organisations where the members/users/participants have - and develop - webbased relations
with each other.

Show case as bench mark needed

In spite of this NetiApps should on their own present a show case as bench mark, so that SOLSYS SCMT will be able to evaluate the finish of their products/services.
Action: (who?) will ask NetiApps to present their show case?

3. Modern web design & functionality
SF showed BA and JS one good example of a modern website that is appealing and seem to offer good functionality.
https://slack.com/

3. Oonops and VAT
Previously to this subject, BA notes that Oonops made a big effort in reducing its first proposal by 15%.
Should or shouldn't Oonops have invoiced SI the VAT of 20 percent for the design part of the SOLSYS project.
When SF buys services (and products?) from Ireland or Denmark he doesn't pay VAT. When SF makes business with Norway he can't invoice for VAT.
There could be different rule for service and product/good.
Needed to check which tax rules SI need to abide to.
No VAT for paying.
Action:
3a) ask FM to check VAT regulations in EU and outside the union - India in this case (BA)
3b) get second opinion from Mirek on the answer BA gets from F (JS)
3c) ask Oonops to confirm they can't invoice Servas Zurich for VAT (BA)

4. Amir Levy (AL) focus on SOLSYS admin
Amir Levy from Servas Israel has resigned from his duty as member of the SI Nominations Committee, SI NC.
He will instead focus on
* the registration procedures and other practicalities around SI Conference and General Assembly 2015 (SICOGA 2015)
* SOLSYS admin system
AL and JS have concluded that it's in these two areas he will make the best use of his knowledge and experience for IT, admin and the web.
* AL is a prospective key person to help the ServasOnline project to develop the specifications for the member, financial and other administrative functions in the future IT system.
To AL's merits can be added that he for more than ten years was one of the creators of the Servas admin system Whale, which is still being used by Servas Germany and France and until recently was used by Servas Spain.
AL will now analyse:
* the status of SOLSYS in general and the planned SOLSYS admin functionalities
* which are the needs and expectations of the Servas member groups and member countries on SOLSYS admin functionalities
what else? JS asks the rest of the group.

Action 4a: BA connects with AL a s a p to discuss how to proceed and find out what AL's role in the SOLSYS project could be.

Action 4b: JS to email AL a message that SOLSYS SCMT is wholeheartedly grateful that he offers his services to this group, the project and the Servas community.

JS questions to BA, SF and FM regarding AL:
1. when should AL be invited to participate for part of - or an entire - whole skype meeting with SOLSYS SCMT?
2. should AL be one of the members of SOLSYS SCMT?
3. if that is the case, when should he be invited to join the group?

5. Break down of SOLSYS in smaller parts
BA: there's a need for an analysis, breakdown and description of the development phase of the SOLSYS project in smaller, future steps.
One important step is about the migration of data from existing data bases to SOLSYS.
BA need to know how to migrate the member data bases in Dolphin and Whale to SOLSYS.
BA has established contacts and dialogue with:
* Mario Burlando and his son who live in Italy and who are two of the main persons in the running of Dolphin.
* Thomas Thomas who has a deep understanding of how Servas Germany is using Whale.
JS: currently Rita Dessauvage and Pablo Colangelo in the Dolphin Team are probably the persons who have the most indepth knowledge in how to run the Dolphin System on a day-to-day basis.
Action: BA will continue the dialogue with the Burlandos', Rita and Thomas Thomas. BA will inform SOLSYS SCMT when he deems it necessary.

6. Next meeting: Meeting March 3. 20.00 CET + 1 UTC/GMT
(Meeting has before the finalization of these notes/minutes been postponed to March 5. 20.00 CET + 1 UTC/GMT

These are the corresponding times for your meeting:

Location	Local time	Time zone	UTC offset
Paris (France)	torsdag den 5 mars 2015, 20:00:00	CET	UTC+1 hour
Tel Aviv (Israel)	torsdag den 5 mars 2015, 21:00:00	IST	UTC+2 hours
Stockholm (Sweden)	torsdag den 5 mars 2015, 20:00:00	CET	UTC+1 hour
Corresponding UTC (GMT)	torsdag den 5 mars 2015, 19:00:00		

Appendix 2

Meeting notes/minutes

Joy diBenedetto, President & CEO at Friendship Force International (FFI) and Jonny Sågänger, President Servas International (SI)

Date: 150226

Place: Skype

Main purpose of the meeting: discussion about possible increase in co-operation FFI & SI

1. Briefing

Short brief and orientation about FFI's and SI's development status as organisations

FFI:

● has a new Strategic Plan 2015 - 2018 with the title "Setting FFI on a Sustainable Course"

The 7th Initiative reads: *Partnerships Increase program variety and participation through partnerships with: * ==*Like-minded organizations that share complementary missions.*== *Revenue generating partners including hospitality suppliers and travel operators, such as cruise providers and land expeditions, which will benefit FFI and its members. Also, encourage clubs to explore potential collaborations in their own communities.*

● has started co-operation with Ireland based homestay.com. FFI get a monetary commission from homestay.com when FFI hosts open their homes to travelers from homestay.com

● is in a procurement process for design and development of a new website and it system

● is diversifyiig its activities with goal oriented travel arrangements (for example language courses, river rafting for the adventurous crowd, history of jazz culture, wine, food), and multinational groups (people of many nationalities go to one destination, as opposed to a group of people with one common nationality travel to the destionation)

SI:

● has finished the design phase in the project to lauch a new website and IT system in the so called ServasOnLine System project (SOLSYS).

● has entered into the second phase of the SOLSYS project. This is the development phase.

● is planning a lauch of the new website and underlaying IT infrastructure in October, at the Servas International Conference and General Assembly 2015 (SICOGA 2015) in New Zealand.

● is gathering forces globally in preparation for SICOGA 2015, which has the slogan "Servas in Transition", which indicates that the organisation is in a phase of major changes, driven by technology, organisation and governance.

2. Common ground and complementary activities

FFI and SI:

● share complementary values, visions and missions - the promotion of friendship and a more peaceful world.

● are both member organisations, mainly driven by idealistic goals and by volunteer not from monetary gain and by a big staff of paid employees. Servas USA has a halv time employee. FFI has 18 employees. The activites and services promoted and delivered by the organisations are diverse in the sense that: * FFI runs group activities (typically a group of 20 people or so goes to Berlin, where a group of 20 or so host the visitors. FFI increasingly experiences shortage of hosts.

● are both extremely selective i n engaging in commercial activites. FFI more engaged than SI which has zero such activity. The sole reason for FFI to engage in such activities would be out of the need that has been expressed by the members.

● SI's activity i mainly based on individual travels (typically one person or a family visits a host or a hosting family domestically or in another country).

● FFI and Servas members already have shared activites in the San Francisco bay area (to be checked - are the others too?)

Conclusion: increased total activity in the peace and friendship area could be achieved when FFI and SI merge our models based on one hand long homestays and - on the other hand - shorter and individual homestays.

Grow each other's footprint

One start for co-opertion could be on the basis of *where* each of our organizations has members and a working infrastructure.
For instance, this is where both organisations have operations, where Servas only has operations, and where Friendship Force only has operations.

SAME:

Argentina, Australia, Austria, Belgium, Brazil, Canada, Chile, Colombia, Czech Republic, Estonia, France, Germany, Greece, Hungary, India, Indonesia, Israel, Italy, Japan, Kenya, Malawi, Mexico, the Netherlands, New Zealand, Norway, Russia, South Africa, South Korea, Sweden, Switzerland, Thailand, Turkey, United Kingdom, US.

ONLY FF:
Albania, Azerbaijan, Belarus, Burundi, China, Costa Rica, Cyprus, Egypt, Georgia, Ghana, Guadeloupe, Latvia, Malaysia, Moldova, Mongolia, Morocco, Myanmar, Nepal, New Caledonia, Peru, Romania, Rwanda, Sierra Leone, Slovakia, Taiwan, Tanzania, Uganda, Ukraine, Uzbekistan, Vietnam.

ONLY SERVAS:
Botswana, Denmark, Finland, Jordan, Kazakhstan, Luxembourg, Madagascar, Mauritius, Pakistan, Poland, Portugal, Spain, Uruguay, Zambia.

One idea is that when we look at this comparison, we can work together where we both have operations for hosting and, we can help to grow each others' footprint by working together where Servas doesn't have operations and where Friendship Force doesn't have operations.

Rejuvenation

● Both organisations is in need of rejuvenation.

IT platform

Both organisations is in need of modernisation. Can share good and bad experiences from the move towards modern use of IT, Internet and social media.

3. How should the cooperation be organised and by whom?

a) JdB and JS phrase a draft Letter of Intent (LoI, which is the same abbreviation Letter of Introduction, the Servas "passport")! which broadly describes the plan to move the organisations closer together.
The LoI will also state that:
- FFI and SI will start reciprocally to share each other's weblinks on the websites servas.org and http://www.thefriendshipforce.org/
- document overlapping footprints on the globe
Action: JdB will make draft LoI and email JS.
Deadlines:
Draft LoI: 150301 (to be discused at SI Exco meeting on 150302)
Decision on LoI by JdB and SI Exco: April 2015
Presentation and lauch of LoI: April 2015

b) Pilot projects

● The JdB compilation of overlapping regional and local organisations (see above) will be the basis for a joint program. Which is form and focus is to be decided.
JS suggestion: FFI hosts receive SI travellers who visit United Nations in Geneva, New York City and/or Vienna,where SI has access to the facilities of for example the UN Human Rights Council (Geneva).
SI has consultative status with UN EcoSoc.
FFI and SI members could visit the UN premises and arrange for common events.

Important note: JS has established contact with organisation in Geneva that can offer state of the art interactive conference facilities for events on peace issues.

● FFI & SI join forces November 12-18 2015 when Atlanta will have at least 21 of the 30 living recipients of the Nobel Peace Prize in the city for the annual World Summit of Nobel Peace Laureates. It is expected to be the largest gathering of Nobel Peace Prize laureates at any Summit ever – greatly surpassing the most successful Summit to date – the one held in Chicago in 2012, which attracted nine living recipients.

Children will be able to submit their artwork on the theme of "My Dream of Peace" to be displayed at the World Summit of Nobel Peace Laureates.
https://t.e2ma.net/message/3p690/78revb

4. Overall time plan
If our mutual conclusion after some home work and initial testing is that we actually should increase our co-operation - be it in a small, medium or bigger scale - the aim is to present plans for the pilot projects before the end of June 2015.
The SI Conference and General Assembly October 10-16 in New Zealand is a possible opportunity for a grand lauch of the increased and more profound co-operation.FFI and SI.

5. Long term plan - vision
Both JdB and JS share the desire to one day experience that FFI and SI receive the Nobel Peace price. This could be possible if like minded organisations join forces and find a common focus and strategy in their endevour to promote a more peaceful world.

Jonny Sågänger
Joy diBenedetto

Appendix 3

Jan 13, 2015 Action Items:

Action: JS will inform Amir of the change from 'Palestine territories' in 'Palestine'

Done. Executed by Amir.

7.   Action: JS will tell Terry and Alan that the aim is to have the next SI News published in early March 2015

Done.

9.b.   Action: JS to investigate incomplete newsfeed from Facebook to servas.org

Done. Answer still pending.

11.   Action: JS will ask Mirek the questions that were raised about:

- o *Preparations for the Budget Meeting*
- o *How SI Exco can give their input to the Budget Meeting*
- o *How SI Exco might be able to give input during the Budget Committee meeting*
- o *How will the funding for conference be communicated to the Audit Committee*

Done. Answers received.

5. **Dec 9, 2014 Action Items:**

Action: JS will contact JR to express surprise and strong concern that he had not known about the SI Exco meeting

Done

Action: JS, in cooperation with JR, will write guidelines related to each National Secretary of a National Servas Group creating a list of individual members (travelers, host and others) from relevant data bases before March of each year

Aborted since the Motion#1 of the SI Distant Vote never was withdrawn by SI GS (this was the action item: 4. Action: JR will contact the DVA to withdraw Motion#1 of the SI Distant Vote currently underway

.5.   Action: JR and MW will send their reports in the next 2 days

Not followed up by Jonny

1. *6.   Action: SI Exco will review the policy usage document sent by JS, for discussion by email or at the next SI Exco meeting*

Not followed up by Jonny

Action items from Exco meeting 2014-11-13 – 2014-11-16

Action: JS will ask the NZ organizers if they have Spanish and French speakers to help with translation
Done. No answer yet from NZ.

Action: JS will ask Amir to include a question in the registration form asking participants to indicate if they have language skills to offer during the GA.
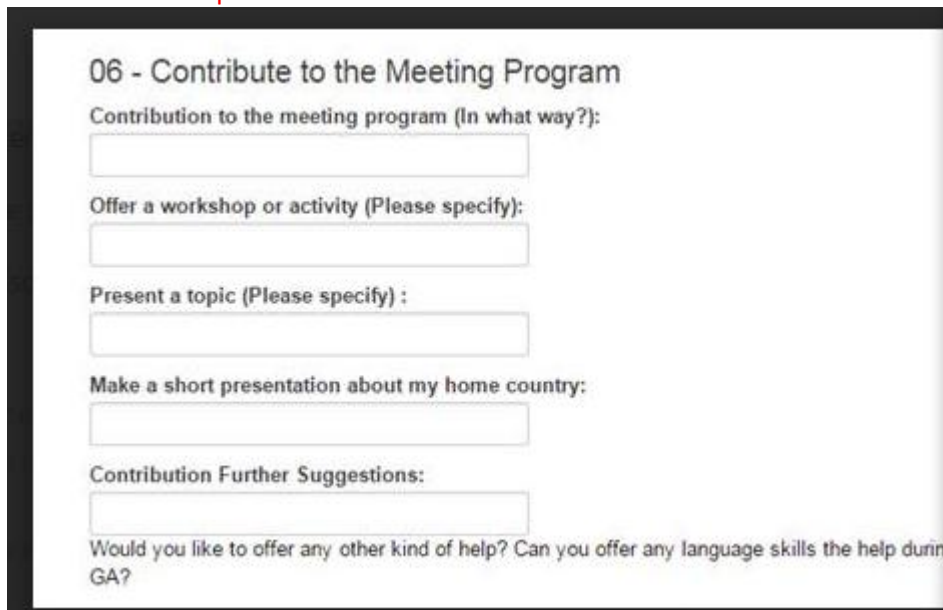Done.

Amir wrote:
A relevant question has been added to the general exiting question as you may see below.

I personally believe that we should be more specific and list what we are expecting from them. Like typing, translating and so on.

please note that there is also a field which ask about your spoken languages in general. so we can "fish" from there potential volunteers as well.

Action: JS will distribute the final version of the Oct 28, 2014 minutes.
Done.

Action: JS will give MW a copy of the signed Oonpos contract

Done.

Action: JS will ask Germany and Israel if they received answers to their questions posed at the Dalesbridge SI meeting in June 2014

Done. All questions have been answered by Bernard Andrieu, SOL project manager.

Action: JS will continue researching Sweden as a country in which to register SI

JS has established a contact with the Swedish tax authorities. Some questions have been answered, some remain to be answered.

Action: SI Exco will look at the results of the Sweden investigation, and then consider whether to pursue getting a Swiss legal opinion about the SI status there, or decide to continue with the current situation

Action: Jonny, Penny, NZ discuss GA business activities as they relate to the timetable

JS and PP working on this.

Action: JS and PP will continue working on the 2015 SI conference timetable

JS and PP working on this.

Action: JS will link CISV workshop possibilities with NZ – picture 2 sessions on different days

Ongoing.

Action: JS to consult SI Image & Design Team about the NZ-designed 2015 SI conference logo
Done. Background from discussion with AS and SF will be used at Exco meeting December 9 and in January.

Action: JS will write and update on the ServasOnline project for the Audit Committee by Nov 30, 2014

Action: JS will update the Audit Committee and SI Exco about the status of the SI Registration project by Dec 31, 2014

Done.

Action: JS will request that SI Committees and SI Officers send their 2014 Annual Reports by Jan 31, 2015

Done.

Action: JS to send comments about 5 key ServasOnline pages to Bernard

Done.

Action: JS will reply to the email from Naim Daour
Done. No response from Naim Daour.

Action: JS will officially announce the Temporary website by email by Nov 20, 2014

Done.

Action: JS will consider how to approach the communications strategy for the 2015 SI conference
Action: JS's first priority will be to communicate with the Servas members in NZ
Action: JS will prepare 1 to 3 press releases

JS will do. Self imposed deadline: January 2015.

Pressreleases will be prepared in sequence.

Action: JS will ask Amir and Derek for a status report on the broadcasting project for the 2015 SI conference

Done. Ongoing dialogue. Derek will connect with IT people at Totara Springs conf center.