

Minutes of the BV GA 2012

People present

Moderator: Thorgal67

Secretary: Pablobd

Present in Halle: crumbking, wind, james_oder_dave, duesseldorf, sitarane, thorgal67, pablobd

Actively present online: mahouni, claudiaab, jeanyves, meinhard, coroa, lantti, beatnickgr, guaka, franck

Saturday 13 October 2012

• 10h00 Annual Report 2011-2012

There is a review of the annual report:

. http://downloads.bewelcome.org/BeVolunteer%20Annual%20Report%202011_2012.pdf

- **New servers** for bewelcome run on renewable energy. It's a dedicated server cheaper than the one we had before.
- **Decision making process** is explained. This will be tested in a couple of weeks.
- The **donation campaign** was successful.
- Communication about final decision on **Servas connection** was requested by the community, and it's also on the annual report. At the last GA the decision was already almost taken. Since we don't have the necessary manpower to program a website for Servas, and also from the Servas side there is no more interaction, we can say that there is no active collaboration at this moment
- **Structural activities.** BeVolunteer has 16 active members at the moment, who can vote at the General Assembly 2012. 4 new BV members joined recently, they are not yet allowed to vote at the General Assembly. No members requested to be removed, and none of them delegated votes but 2 members changed their status from active to supportive.
- **Bewelcome teams.**
 - **Software development.** There will be a press release about Open Street Maps release coming up (currently on alpha).
 - **Member support.** More volunteers joined and the response rate got increased.
 - **Forum moderation.** There is a new suspension policy.
 - **Translations.** There are some new languages added to the site.
 - **Safety.** We got a police request from the French justice. Since this was checked to be a legal request it was answered.
 - **Communication:** We have 3 newsletters and a lot of use of news on frontpage. There is an increase in the social media activity.
 - **Accepting of members.** It was decided by the community to automatically accept new BW members.
- **Meetings:** there was a locally organized meeting in Toulouse and a hackaton in Brussels.

• 11h00 Financial Report 2011-2012

The financial report is reviewed. <http://downloads.bewelcome.org/BV%20Finances%202011-2012.pdf>

When the report was published we had a bank balance of 2850 Euro , current situation is about 3400 Euro

The income comes from donations. Main expense is server costs. These are cheaper than the service we had before and more suitable to sustain future growth.

• 11h15 Discussion about Emergency Fund

There is this proposal about having a backup fund for a year of expenses. eg. 1300€ based on last year expenses.

There is also a debate about having insurance for other kind of real emergencies, like legal costs or other kind of unexpected events. Next BoD will have to research further on this.

The one year operative costs backup fund will be included in the next budget.

- **11h30 Discussion about sponsoring (financially) local communities**

There could be a special donation campaign for this. The idea is to (re)fund costs of printing or other expenses for local meetings organized by volunteers. There has to be a procedure made for this to guarantee transparency, like where the money goes and what is the purpose of the meetings. There has to be proof like budgets, invoices and other documentation. Donation campaigns can be made for special projects, like a camp. Decision on which project gets the fund would be taken by BV and BoD, this needs further work. The donating webpage has to be rewritten to reflect all the BV objectives as they are in the statutes like these campaigns. The policy for allocating these funds will be made with the participation of the BW community.

- **12h00 Break for lunch**

- **13h45 Approval of the budget**

There's a review of the budget draft. Some changes are made to change support to local events to 500€. Also the donations have been split between a donation campaign for running costs, and another for the local events project.

We also add a cost for the "emergency fund" that will give a negative result that will be financed with current surplus from previous years.

The running costs campaign will be held first. When the goal is reached we start the second campaign. When the second campaign is finished we just disable the donation bar in the front page and keep receiving normal donations thru donations page.

- **14h20 Discussion about the Terms of Use (ToU) & the Privacy Policy**

Forum topic and wiki pages about this topics were reviewed. There is a proposition about having a positive approach in the wording of the ToU. The idea is to list the rights of the user, like to use the website for hospex, meetings, communication, along with the exceptions or non-acceptable use or behavior that limits these rights. The idea would be to have a general document called something like "rights and responsibilities", "terms of service" or terms of use.. This general document will supersede all guidelines like privacy policy, code of conduct or forum rules. They were not changed today, but these other guidelines require further work on them. Legal assistance will be required and the final draft will be published for BV approval.

- **15h00 Discussion about Code of Conduct & Conflict handling**

Since there was no previous forum debate on the topic only the wiki page about it is reviewed. This text is based on current non-written practices, but it is good to have it written to inspire and serve as a guideline, has no legal binding but is a useful tool for daily volunteer life. This will be posted on the community front page news to gather more comments to improve it.

Currently all conflicts with volunteers are dealt with by team coordinators, and they are also to follow the code of conduct and refrain from abusing their responsibilities. Conflicts that cannot be dealt within a team will be forwarded to the BoD.

To Do List for next BoD

- * Update the press information & about page
- * Research on legal insurance for legal entities that might cover bevolunteer. Ask first the bank.
- * Hold two donation campaigns
- * Make the policy for the community hospex promotion project
- * Make a final version of Terms of use and related documents.
- * Make a final version of code of conduct for volunteers.

- **16h00 End of Day One**

Sunday 14 October 2012

- **12h20 Prioritizing technical/interface improvements**

There is some debate about how this currently works and how BV relates to the process. At the moment the developers team follows the issues in TRAC and give them priorities. There is a suggestion to make a special "bod-request" status to tag the tickets that might need special attention according to the organization priorities.

The BoD will have to supervise the list of active tickets on its regular meetings and give some feedback to the developers by keeping an updated short list of priorities.

- **12h45 Member base of BV**

This is a question/issue that is raised at almost every GA meeting: how do we activate BW volunteers to become BV members. There is some consensus on the importance to have a constant stream of active volunteers. There is the suggestion to the new BoD to make a clearer distinction between BV and BW, and make a dedicated web page for BV. Furthermore, all BW volunteers will receive a mail explaining them clearly what BV is, and what the benefits are, and asking them if they want to join. The team coordinators need to have an updated list if possible. There are some worries raised about privacy of users data and the status of the volunteers that handle this information. There are suggestions to improve the code of conduct to address the commitment of the volunteers and the privacy issues.

- **13h00 Sustainable Hospitality Exchange Manifesto**

There is an attempt to view the provided link about the topic but some posts are hidden since it's a forum in another hospex website. We already have mission statements and objectives that probably include this kind of goals but are more related to BV. However the BW community could have something like this done and therefore might be considered to integrate it with our current statements.

- **13h35 Groups/Forum/Guidelines**

Currently we have forum guidelines and they are under the ToU. First we need to change ToU as it was discussed yesterday and afterwards we promote the revision of all the other guidelines. This needs to be made by BW community. Afterwards the general approach would be if it breaches the ToU, you can take action on the profile, if it breaches the forum rules, you can take action on the post.

There are some issues raised about content that doesn't violate any law or guidelines but doesn't look good. This issue is about communication mostly and could be dealt changing the way the forums and groups are displayed, for example showing by default only featured groups chosen by the volunteers.

There is the question raised about how moderators are appointed. There is a need to give legitimacy to moderators with requirements based on the community decision. There is a suggestion to review the forum history of the user and ask safety team/BoD for an opinion too.

- **14h20 Safety Team / Verification**

There is the question about the safety tools on BW. At the moment we have: verification tool (for name and address), complaint through contact us form (OTRS) and Comment feature in the profiles. There is a suggestion to review the http://couchwiki.org/en/Security_features_discussion_on_Brainstorm. This will be forwarded to the Safety team to see if there is a feasible improvement that can be made to the site. On other hand there are a lot of people in the old NeedMore queue that might comply to the current requirements and need to be accepted in a batch. This will be requested to the dev teams by a trac ticket.

- **14h50 Tools for Active BV members**

There is a suggestion to open channels to all BV members on the daily BV tasks and keep the Bod channel for things that are exclusive to the BoD. The idea is not to force participation because that can't be done, but to stimulate participation. BW volunteers will be contacted as well to invite them to become BV members.

- **15h30 Election of the BeVolunteer board and other polls**

The polls were closed and 12 members elected pablobd, crumbking, thorgal67 and jilrev on the Board of Directors. They will decide among themselves who will fill in the 3 legally needed positions (president, secretary & treasurer) and what position the fourth person will hold.

The annual report was approved by 13 votes against 0.

The financial report was approved by 13 votes against 0.

The budget was approved by 15 votes against 0.

To Do List for next BoD

The following list is a summary of the tasks for the BW&BV volunteers that the BoD will coordinate.

- * Update the press information & about page
- * Research on legal insurance for legal entities that might cover Bevolunteer. Ask first the bank.
- * Hold two donation campaigns
- * Make the policy for the community hospex promotion project
- * Make a final version of Terms of use and related documents (privacy policy, forum/group rules).
- * Make a final version of code of conduct for volunteers.
- * Remind developers to activate chat history.
- * Start brainstorming on the way we display groups and forums
- * Remind developers to accept all members in the old NeedMore queue (TRAC ticket 1791)
- * Improve communication with BV members reinstating a regular online meeting like a volunteer cafe.