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## SB28/1 - Minutes of 28th Steering Board Meeting

Monday 18th December 2017

19:00 UTC / 20:00 CET / 14:00 EST / 06:00+1 AEDT

### Attendance

Walter HUIJTEN (NPO) (Chair)  
Ben POOR (EBU) (Secretary)  
Nicolas BRESOU (RTBF)  
Kath BROWN (Commercial Radio Australia)  
Joe D'ANGELO (DTS)  
Alexander ERK (IRT for ARD)  
John FARRELL (Frontier Silicon)  
David LAYER (NAB)  
Sean O'HALPIN (BBC)  
Christian WINTER (AUDI)  
Nick PIGGOTT (RadioDNS Project Director)

Meeting Opened at 19:00 UTC

### Minutes

1. Approval of the Minutes of the [27th Steering Board Meeting](#) (SB27/6) and the [Extraordinary Steering Board Meeting](#) (SBx3) of the 13th November 2017.  
WH / KB / JD - In the strategy meeting there was some discussion about how RadioDNS might interact with metadata aggregators, prompted by the request for the zone transfer. Did that reach any conclusion?  
NP - It was discussed but no conclusion reached.  
**ACTION** - NP- to make sure the next strategy meeting includes continuation of this discussion  
**ACTION** - NP to send RadioDNS introductory video directly to NB (Done 26DEC)
2. Actions from previous meetings:
  - a. Election Process for new Director (NP) - See 4d)
  - b. Distribute links to HowTo documents and Japan YouTube video (NP) - Distributed 3rd October 2017 by email
  - c. Create production plan for new education materials (NP) - Not been done.
  - d. Check personal liability for director insurance excess with insurers (NP) - Confirmed 6th October 2017 by email
  - e. Present definitive Technology Group formation plan for voting on (BP) - Provided for Extraordinary Steering Board on 13th November 2017
  - f. Draft budget for 2018 (NP) - See item 3)
  - g. Circulate text of draft licence (NP) - See item 4g)
  - h. Deadline for Sentech and TDF fee payments (NP) - See item 4a)

- i. Continuation of strategy discussion (NP) - See item 4j)
  - j. Set a date for changes to TS 102 818 and TS 103 270 (BP) - See item 5)
  - k. Circulate testing platform brief (NP) - See item 4e)
- 3. Proposed Budget 2018 ([SB28/2](#) & [SB28/2a](#))
  - BP - Are the projections of revenue from HbbTV consistent?
  - NP - They're fees for being in the DNS, and they should roll on each year from each broadcaster.
  - SOH - Is the HbbTVDNS service considered to be trading?
  - NP - Yes. We don't sell anything to our members, they pay a membership fee and collectively agree how to spend it.
  - SOH - Do they have any rights to member services?
  - NP - No, none.
  - SOH - Could we charge for tests or compliance?
  - NP - Yes, we could.
  - WH - Have you recruited for the admin assistant?
  - NP - A couple of potential candidates who could work flexibly and within the budget have been identified, but no offers for work made yet.
  - SOH - Is the payment for HbbTVA coming from them directly? Is there bad debt provision for Hbb customers?
  - NP - Each broadcaster is paying us directly, not HbbTVA. As we'd be charging broadcasters for services in advance, if they don't settle their bills, we wouldn't provide the service.
  - JD - What do you have planned for CES? We will have 5 live markets being fed with RadioDNS content in our booth. We will be right in the middle of the auto hall - surrounded by 11 automakers. Live data from Melbourne, London, Stuttgart / Berlin, Sydney, Amsterdam. Is RadioDNS having a stand?
  - NP - No stand, it's just travel and accommodation and time to meet people.
  - CW - The homepage is a bit confusing for some people. Will you re-design it?
  - NP - Yes, we want to redesign in 2018, within the existing budget. The job for the homepage is different now to what it was when it was originally designed.
  - DL - What about China?
  - NP - We might reallocate budget from CRA and IBC to a Chinese event later in the year
  - WH - How will you develop the demonstrator you've referred to?
  - NP - It'll be part of the £16k development budget - done jointly with EBU or a manufacturer
  - KB - Broadcast Asia event might be back on the agenda again, although still very much a connected show.
  - JF - Hong Kong Electronics Show - April and October - may be able to help
  - JD - Only problem with the HKES is that it's not really automotive focused, no broadcasters - lots of components and tooling.
  - ALL - Budget for 2018 agreed as presented
- 4. Project Office Report ([SB28/3](#))
  - a. Membership Review
    - WH - How did Sentech owe 18 months of fees?
    - NP - They joined part-way through 2016, so we had two outstanding fees for them.
    - JF - When are the membership invoices going out?
    - NP - They'll go out by end of 2017, accompanied by a personal email.
    - SOH - On the issue with NXP and their questions about the free aspect of our IPR policy. That only covers things explicitly contributed to RadioDNS? Do we know why they're worried.

NP - They're worried about the declaration event.

BP - How is this handled within WorldDAB?

NP - Their IPR policy does not require "Free"

SOH - question to JF - how do square this with your lawyers?

JF - We took the view that it was only going to apply to specifically declared items in a working group.

AE - You need to be transparent in RadioDNS groups that your licensing responsibilities apply to the whole organisation, even if you're just a representative of that organisation.

SOH / JF - There is an IPR disclosure period that gives people the opportunity to declare

**ACTION** - BP - Will make sure that the IPR policy and disclosure period is clear to participants in the TG

b. Finance Review

NO Questions

c. Project Director Contract Renewal

NP - Happy to renew for 12 months, or let roll to next SB if that helps

WH - If anyone emails to ask questions by 22nd December, otherwise I will renew it on 1st January 2018.

**ACTION** - ALL to email WH with questions if they have any by 22nd December

**ACTION** - WH to renew PD contract, if appropriate, on 2nd January 2018

d. Election of new Director

KB - Would like to look at the structure of the board. It would be good to get another manufacturer on-board

SOH - It would be great to get more manufacturers on-board

JD - What about Visteon?

NP - Apparently not doing anything in this area at all at the moment

JD - Consolidation is putting big time pressures on Tier 1s

NP - In respect of nominations, board members don't need to be employed by member organisations, they just need to be suitable candidates to be directors of RadioDNS.

**ACTION** - ALL NP asked all to help socialise / explain the opportunity to their contacts

DL - Has there ever been a board member who wasn't an employee of the nominating organisation?

NP - Yes, we have had that situation. It wouldn't be precedential.

**ACTION** - NP to run the Election from 2nd January

e. Testing Tools and Testing Platform

NO questions

**ACTION** - ALL - to come back to NP if there are questions about the brief for the testing platform.

f. ACEA Meeting

JD - Are some manufacturers still burning logos in?

NP - We're aware of a major manufacturer about to start doing so

DL - Are all these manufacturers selling cars in Europe

NP - Yes, we're only engaged with the European manufacturers on this activity

NB - there is also an auto show in Brussels at about that time

g. Metadata Licence Update

JF - Will we discuss that in a future Steering Board?

SOH - It'll probably be easier for us to understand the brief than the legal text

**ACTION** - NP to circulate both documents

- h. HbbTV Update  
No questions
  - i. General Assembly / Workshops  
DL - I may be in Vegas for the scheduled meeting times around the General Assembly and Workshops.  
**ACTION - NP** to put the proposed schedule into place
  - j. Strategy Discussion Schedule  
BP / AE - Ruled out from Thursday because of WorldDAB Technical Committee  
JF - Friday? Too much of the week  
JD - We should find some time to carve out  
WH - Or a late evening over a dinner?  
BP - Sunday might work the best?  
**ACTION - NP** - suggestion for 5pm on Sunday, leading to dinner at 7pm  
KB - Can't join this. Did send a powerpoint of the CRA thinking. Selling it to broadcasters on a revenue basis.  
NP - Will bring that back into the meeting
5. Technology Group Report ([SB28/4](#))  
JD - Who's the RadioDNS representative?  
BP - it's Andy Buckingham, who (following discussion with NP) will join as he's the technical implementer for RadioDNS.  
SOH - would like the BBC to have someone on the technical group, but haven't found anyone yet. Can they join later?  
BP - Yes, any member can join the technical group at any time, so please do put forward a BBC name once you have one.  
CW - Same from Audi; not sure if it's me or a colleague, but working that out now.  
BP - Hoping to start in mid-January, as we have a lot of backlogged changes, so it would be useful to work out who those people were by mid-January  
ALL - BP is ratified as Chair of the Technical Group  
BP - we should have some output to show by next meeting
6. Dates for 2018 Steering Board Meetings
- a. Monday 12th February 2018 - 08:30 - 10:30 UTC (09:30 CET, 03:30 ET, 19:30 AEDT)
  - b. Tuesday 22nd May 2018 - 13:00 - 15:00 BST (14:00 CEST, 08:00 EDT, 22:00 AEST)
  - c. Tuesday 4th September 2018 - 13:00 - 15:00 BST (14:00 CEST, 08:00 EDT, 22:00 AEST)
  - d. Tuesday 11th December 2018 - 19:00 - 21:00 UTC (20:00 CET, 14:00 ET, 06:00 Wednesday AEDT)  
**ACTION - NP** - will send out invites for these dates
7. Any Other Business  
None

Meeting closed at 21:00