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## SB33/6 - Minutes of 33rd Steering Board Meeting

Monday 11th February 2019

09:00 UTC / 10:00 CET / 04:00 EST / 20:00 AEDT

### Attendance

Nicolas BRESOU (maRadio) \*  
Kath BROWN (Commercial Radio Australia)  
Alexander ERK (IRT for ARD) \*  
John FARRELL (Frontier Smart Technologies) (arrived 10:30)  
Chris GOULD (Xperi)  
Walter HUIJTEN (NPO) (Chair)  
David LAYER (NAB)  
Nick PIGGOTT (RadioDNS Project Director)  
Ben POOR (EBU) (Secretary)  
Christian WINTER (AUDI)  
(\* by web conference)

### Apologies

Nacho SEIRUL-LO (NXP) (flight delayed - arrived at 11:59)  
Dave WALTERS (BBC)

### Agenda

1. Approval of the [Minutes of the 32nd Steering Board Meeting](#)
2. Actions from previous meetings
  - a. Standard Terms of Use for Metadata (NP)
  - b. Progress work on T&D and Reg (NP)
  - c. Election Processes (NP)
3. Standard Licence for Metadata and Content Update ([SB33/2](#)) - NP
4. Technology Group Report ([SB33/3](#)) - BP
5. Project Office Report ([SB33/4](#)) - NP
  - a. Financial Review
  - b. Annual Accounts
  - c. Membership Review
  - d. Events Report
  - e. Radioplayer Update
  - f. Automotive Meetings
6. Project Office Plan and Budget for 2019 ([SB33/5](#)) (NP)
7. Project Director Renumeration (WH)
8. Aims of the organisation, role of the Board and Communication (WH)
9. Any Other Business

# Minutes

1. **Approved**
2. **Approved**, no extra items added
3. **The board agreed to moved to submission deadline to 12th April, no deadline for publication, and to publish this afternoon**
4. Ben presented the TG report.

DL asked BP: What kind of doc repository does the TG use now?  
BP: Currently using Google Drive holding Word Documents, but it doesn't do collaboration very well. Office 365 will handle that better. Would also like to hold issues in a structured way, so it can be more visible to the organisation.  
DL asked BP: How do we submit documents to ETSI?  
BP: The board recommends that we submit it, then it goes to the relevant ETSI Rapporteur (usually Lindsay Cornell, BBC).  
BP: will continue as Chair, until this time next year.

**The board approved this decision of the TG to make Ben the chair, to be reviewed in 12 months time.**
5. DW: Is there a limit to the surplus we carry forward?

NP: There is nothing in the Articles to limit the surplus  
BP: The board should decide how much surplus to hold (listen to tape for details)  
DW: Should we have a policy of holding a year's income + 10% as a maximum surplus?  
KB: The organisation should spend excess to create demonstrators.

**The board approved for Ben to sign off the accounts.**

NB: Should we be at the WorldDAB Automotive Event in June?  
NP: Yes, we will be there.  
KB: You should also talk to Cellmart (local Thai mobile)  
NP: Will talk to Anupon  
NP: Met with Michael Hill of RadioPlayer, who confirmed that they intend to offer full data using RadioDNS, ClientID, and their own licence terms. This will help us explain to stations more clearly what RadioPlayer will do for them.  
WH: If RadioPlayer is offering RadioDNS and the station is also doing RadioDNS directly, does that create confusion?  
NP: No, the spec says the authoritative source is where DNS points to, so it's not a significant problem, just a bit annoying.  
NP: I'm concerned that RP's smaller clients aren't always aware that their current RadioDNS offering is not exposing all the data they're giving RP.  
AE: I absolutely think this is the case.  
CW: It's a difficult situation. We would prefer to use one API, but Radioplayer has a lot of station data.  
NP: I think the situation is better now that we have a commitment from RadioPlayer that they will offer all station data using RadioDNS, but under their own terms. We need to keep this under review to confirm it has happened.
6. ALL: Discussion about whether a step change in funding is possible, desirable.

WH: Is the membership fee at the right level?  
NP: We have discussed previously, but situation develops. Currently 3 UK members (£9k), down from 6 (due to consolidation) represent 92% of radio listening in the UK.  
NP: Our original concept was to cascade education via our members, but some members have asked us to do that directly, which is more time consuming.

**Board recommends that the new board form a sub-group to come up with an action plan for assisting the Project Office.**

**Board approved the 2019 Plan**

7. **The Board approved a change to the PD remuneration to £36,000 p/a**, and confirmed it's confidence in the PD. Future renewals will be tied to KPIs to be decided by the board.
8. WH: The board needs to take more responsibility and support the PD more actively, and we need to consider how we do that.

KB: We should be able to make public statements about growing international representation. Get a press release out about the new SB, and the scope of the representation on the board.

BP: Can also re-state the aims of the organisation, and be more active about promoting those principles and be more visible.

**Board recommends a discussion in the new board about how to support this.**

Two press releases - new board and representation // second one about Terms of Use consultation and other outputs from Digital Radio Week.

9. AOB

WH: What's the impact of a disorderly Brexit?

NP: Probably our worst exposure is exchange rate collapse.

**Meeting closed: 12:15**