

Minutes of the 39th Steering Board Meeting

Monday 16th December 2019

20:00 UTC / 20:00 GMT / 21:00 CET / 15:00 EDT / 07:00 AET

Attendance

Kath BROWN (Commercial Radio Australia)
Joe D'Angelo (Xperi)
Alexander ERK (IRT)
John FARRELL (Frontier Smart Technologies)
Walter HUIJTEN (NPO)
Rosie KENDRICK (RadioDNS)
David LAYER (NAB) (Chair)
Nick PIGGOTT (RadioDNS Project Director)
Ben POOR (EBU) (Secretary)
Nacho SEIRUL-LO (NXP)
Christian WINTER (AUDI)

Apologies

Dave WALTERS (BBC)
Ron WALKER (NPR)

Agenda

1. Welcome and Introductions
2. Agenda approved
3. Steering Board Chair remarks (D. Layer)
Welcomed everyone and noted the recent controversy surrounding the member application submitted by TuneIn. Asked the Board to focus the discussion about this on a discussion of the member application itself, a discussion about the comments submitted by RadioDNS member maRadio, and finally a discussion about the member application process itself.
4. Approved of the [Minutes of the 38th Steering Board Meeting](#)
5. *Actions from previous meetings*
38-1 BP to request feedback on GDPR experience from Board members
BP sent some questions to the Board, consider this to be a starting point and welcome feedback from Board.

AP - John F to share Frontier GDPR privacy policy

38-2 NP to check with JF if we can make available on website - historical devices available through ebay and new.

JF confirmed

38-3 Steering board to feedback on PI guidance notes from TG

Consider this approved as no anxiety in any feedback.

38-4 BP to present skeleton doc on using RadioDNS for Radio Analytics at next Board meeting

Not any further from last board meeting, but feedback on skeleton document welcomed

AP - BP to provide link to doc

AP - Steering Board to feedback once link received

38-5 RK to send reminder email to board members not yet met with NP - done, just Ron Walker outstanding

38-6 NP to ask manufacturers if they will follow the standard terms if created and if there is any agreement (or multiple) that would be acceptable? To summarise in next SB meeting

38-7 KB to send NP some examples of user cases that haven't been satisfactory.
Received

38-8 NP to summarise conversations with manufacturers and suggestions on what form Standard Terms of Use could take.

6. Project Office Report ([SB39/2](#)) – NP / RK

Review of accounts, we are under budget having not spent as much on technology projects. Still finding affordable quotes for

- Re-architect what we use in the back end to manage DNS process
- More library tools to make open source.

Review of membership

Events update: Several of the board will be at CES and suggested a meet-up and demo.

AP - NP and RK co-ordinate CES meet up and demo and press release.

New website - was hoping it would be finished by now, RK working on it and hoping for completion as soon as possible.

Test and fault reporting - on track to be ready in January.

7. Membership Application Process ([SB39/3](#)) - NP/DL

Discussion around the membership process and the need to amend. It was noted that until the TuneIn application (received on 26 November) there had never been any controversy or contention surrounding a member application and further, that the current controversy has exposed some problems with the member process. In particular:

- When the original RadioDNS Membership Application Process document (Version 1.00 - 16th February 2010) was incorporated into the Articles of Association (adopted 17th December 2013) there was an unintentional transcription error. Specifically, in para. 66.3, the final semi-colon was supposed to be a comma and the text "and the Chairman shall promptly circulate all responses to the Members as and when he receives them" was meant to apply

only to para. 66.3 and not the entire para. 66;

- At present, there are two documents which describe the member application process, the just-mentioned Member Application Process document and the Articles of Association, which has led to confusion. While the Articles are clearly the governing document for RadioDNS, all current members were admitted to membership under the terms of the Member Application Process document and this clearly is definitive with regards to the intent of the process;
- The controversy surrounding the TunelN application has highlighted that as currently described, the member application process has the appearance of a “vote” to elect members, but in fact the intent is that membership should be granted to any organization agreeing to abide by the RadioDNS Articles and IP policy, with the support of at least two current members (a “vouching” process, not a voting process).

After discussion it was the consensus of the Board that the process as described in the Articles needs to be updated to correct these identified issues. NP noted that a new draft of membership process needs to be ready for approval by members on 13th Jan at the latest, ready for the members to vote at the General Assembly.

AP - NP, DL and BP re-draft membership process for review, making small amends and look at making substantial changes ready for GA 2021.

AP - RK to co-ordinate Steering Board meeting to approve new process

There was also a lengthy discussion about the comments submitted to the Steering Board by maRadio pertaining to the TunelN application, summarized here:

- There was consensus that if two members support the TunelN application then they will be offered membership into RadioDNS. No one supported the maRadio interpretations of para 2.3, 73.1, 73.2 as a rationale for the Steering Board to reject TunelN’s membership;
- There was discussion about requirements for forwarding queries and responses to members. Some Board members felt that the wording of para. 63 required an immediate and verbatim forwarding of responses. DL indicated that as Chair he made the decision (with the support of RadioDNS project director NP) to not forward the queries received on the TunelN application verbatim as portions did not pertain to membership requirements and were inappropriate. Further, DL indicated his decision to forward queries and responses to members simultaneously was made because a) this was fairer to the applicant and b) more consistent with the intended member application process as described above;
- Some members of the Steering Board noted that they were very unhappy to see current members pursuing a campaign to keep a prospective member from joining.

We were unable to get to the rest of the points of the meeting due to running out of time:

8. Technology Group Report - BP
9. Standard Licence for Metadata and Content Update - NP
10. RadioDNS Co-ordinating Client IDs - NP

11. Any Other Business

12. New action item review

39-1 John F to share Frontier GDPR privacy policy

39-2 BP to provide link to doc

39-3 Steering Board to feedback once link received

39-4 NP and RK co-ordinate CES meet up and demo and press release

39-5 NP, DL and BP re-draft membership process for review and member approval, making small amends this year looking to make substantial changes ready for GA 2021.

39-6 RK to co-ordinate steering board meeting to approve new process

13. Future meetings:

- TBD (by telcon, before January 13, 2020, to discuss update to membership application process)

- Monday, February 10, 2020 (at EBU) : 10:00 - 12:30 CET

14. Adjournment