SB38/6 - Minutes of 38th Steering Board Meeting

Tuesday 19th November 2019
19:00 UTC / 19:00 GMT / 20:00 CET / 14:00 EDT / 06:00 AEDT

Attendance

Kath BROWN (Commercial Radio Australia)
Joe D'Angelo (Xperi)
Walter HUIJTEN (NPO)
Rosie KENDRICK (RadioDNS)
David LAYER (NAB) (Chair)
Nick PIGGOTT (RadioDNS Project Director)
Ben POOR (EBU) (Secretary)
Nacho SEIRUL-LO (NXP)
Ron WALKER (NPR)
Dave WALTERS (BBC)
John FARRELL (Frontier Smart Technologies)

Apologies

Alexander ERK (IRT)
Christian WINTER (AUDI)

Agenda

1. Welcome and Introductions
2. Approved Agenda
3. Steering Board Chair remarks (D. Layer)
    David called the board's attention to the email he sent this week regarding reaching out to contacts to increase the membership of RadioDNS
4. Approved the Minutes of the 37th Steering Board Meeting
5. *Actions from previous meetings*
    37-1 BP to write guidance notes for using RadioDNS for radio analytics. Feedback on progress at next Board meeting. - covered in TG report (6)
    37-2 BP to request feedback on GDPR experience from Board members - this will be completed in time for the next meeting and is added to the list of action points below.
    37-3 NP and RK - update product list on website and to include cars - covered in website

update as part of Project Office report (7)

37-4 NP to check RadioDNS devices can be made available

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

37-5 NP look at the terms manufacturers have agreed to and compare with RadioDNS terms - covered in (8)

37-6 Any comments from Board on RadioDNS providing Client IDs to NP - covered in (9)

37-7 NP Invite Steering Board to the Open Source meet up at IBC - NP commented it was great to catch up.

6. Technology Group Report (SB38/3) - BP

    Update on last week's TG meeting. Main topics were:
    -   proposal from Alan Jurison at iHeart re georestriction
        There is work to be done on this, Alan is open to suggestions and collaboration with auto manufacturers. Goal is to keep simple and functional and BP anticipates drafting proposal will take approx 2 weeks.
        JD suggested developing some analysis around potential financial exposure
        NP agreed some education is needed to take away anxieties about what could happen and instead focus on what would happen.
    -   Proposal from Andy Buckingham to modernise RadioVIS
        Renewed enthusiasm for real time delivery of synchronised audio, BP proposed RadioDNS create satisfactory spec and then work with auto manufacturers to work out specific implementation details.
    -   The TG were joined by Leo Andrews - Chief Technology Officer, Radioplayer
        Enthusiastic to collaborate with RadioDNS and would like to focus on what they can do with visuals.

    BP submitted guidance notes on how to use PI programme files to split programming based on content to Steering Board for consideration and inclusion for official RadioDNS doc.

    AP: Steering board to feedback on PI Guidance notes from TG.

    Action point 37-1- to use RadioDNS for Radio Analytics:

    BP - There has been some progress.   Ambition to create a skeleton doc and work out how people are using for analytics, will present at next SB meeting.

    NP noted that broadcasters have a view on how much they can manage and auto manufacturers feel broadcasters would fail to deliver, so education needed for both sides.

    AP: BP to present skeleton doc on using RadioDNS for Radio Analytics at next Board meeting

7. Project Office Report (SB38/2) – NP / RK

    Financial report: We are functioning at the level we thought we were going to despite the balance sheet display, NP explained reasons for that.

    Membership: Still some outstanding payments, but conversations are positive. Some members have paid for 2020 already. We have lost Cox due to organisation takeover and we have had interest from IEEE and TuneIn.

    KB - we need to ensure TuneIn are clear about what they would be trying to achieve.

NP - we will be incredibly sensitive about issues people have had with TuneIn in the past, would like to help them be part of a more trusted and valued part of technical ecosystem around online and hybrid radio.

Events: NP talked through upcoming events and what we are doing, and asked all the board members to put 10th and 11th Feb event in diaries.

Website update: Should be ready to go live in a couple of weeks, will include more products, as AP 37-3.

KB - suggested video vox pops of the real experience of a RadioDNS enabled device or vehicle.

NP - all currently on www.youtube.com/radiodns we will look at adding to radiodns.org.

AP: RK to share new website once complete

Test and fault reporting: Regular updates from Andy at Togglebit who is expecting to deliver project in January.

Directors Duties: Please respond to email from RK re time to go through Director's duties. It is an opportunity to ask any questions, plus we are making sure all directors know what statutory requirements are.

AP - RK to send reminder email to board members not yet met with NP

8. Standard Licence for Metadata and Content Update ([SB38/4](#)) - NP

NP is summarised process so far and asked board to discuss if we should continue with creating terms. It was agreed that we should continue to work on the Standard Terms of Use and suggestions were made to move away from one agreement, and have options for different organisations, including a template to create own terms, and potentially publishing for others to use if it is a better fit. More work and consultation needed.

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

It was agreed that it is difficult for the good actors to understand what might go wrong if there were some bad actors involved and some education needed around this. It was suggested that some user cases would be helpful.

AP: KB to send NP some examples of user cases that haven't been satisfactory.

Summary is to ask manufacturers sharper questions, if response is positive will look at how to approach delivery (probably option of a Standard Terms of Use with variants) NP will summarise for next meeting.

AP: NP to summarise conversations with manufacturers and suggestions on what form Standard Terms of Use could take.

9. RadioDNS Co-ordinating Client IDs ([SB38/5](#)) - NP - will discuss next meeting

10. No other business.

11. New action item review

38-1 BP to request feedback on GDPR experience from Board members

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

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

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

38-5 RK to send reminder email to board members not yet met with NP

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.

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

12. Future meetings:

> **- Monday, December 16, 2019 (by telcon) NB at 20:00GMT/UTC, 15:00EST, 07:00AEDT (17th Dec)**

> - Monday, February 10, 2020 (at EBU)

13. Adjournment