SB40/07 - Minutes for 40th Steering Board Meeting

Monday 10th February 2020
10:00 UTC / 09:00 GMT / 10:00 CET / 04:00 EDT / 20:00 AET

Conference Platform Details

Open your browser to http://www.uberconference.com/radiodns

International Access Numbers:
https://www.uberconference.com/international
with Meeting ID - 850-610-2145

Note: this call will be recorded for the purposes of accurate minuting.

Attendance

John FARRELL (Frontier Smart Technologies)
Rosie KENDRICK (RadioDNS)
David LAYER (NAB) (Chair)
Nick PIGGOTT (RadioDNS Project Director)
Ben POOR (EBU) (Secretary)
Christian WINTER (AUDI)
Dave WALTERS (BBC)
Alexander ERK (IRT)
Walter HUIJTEN (NPO)

Apologies:

Kath BROWN (Commercial Radio Australia)
Joe D'Angelo (Xperi)
Nacho SEIRUL-LO (NXP)
Ron WALKER (NPR)

Agenda:

1. Welcome to Geneva and Introductions
2. Agenda approved
3. Steering Board Chair remarks (D. Layer)
   David thanked everyone for working on the Special Resolution regarding issues with member applications. He commented his personal view is to make the membership application an objective process, and glad the Steering Board agrees.
4. Approved of the Minutes of the 39th Steering Board Meeting

5. Actions from previous meetings
   39-1 John F to share Frontier GDPR privacy policy (in relation to doc started by BP re GDPR experience) - completed
   39-2 BP to provide link to skeleton doc on using RadioDNS for radio analytics – still pending
   39-3 Steering Board to feedback on radio analytics doc once link received – still pending
   39-4 NP and RK co-ordinate CES meet up and demo and press release - didn't quite go to plan, but met with NXP and DTS and created press release highlighting - completed
   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 - see section 7 - completed
   39-6 RK to co-ordinate steering board meeting to approve new process - approved over email - completed
   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 - still pending
   DW - BBC looking at standard terms for 3rd party. Seems it is the same goal as RadioDNS
   AP: DW to report back on BBC standard terms for 3rd party if any further information
   38-8 NP to summarise conversations with manufacturers and suggestions on what form Standard Terms of Use could take – still pending
6. 2019 Accounts to be presented to the General Assembly ([GA14/2](#))
   NP explained the accounts that will be put forward for approval by members at the GA.
   DL - does accrued surplus vary per year? Is this year' surplus typical?
   NP - has gone up by about 6-9K each year, this year's surplus is higher than normal.
   Spending some surplus next year due to technology spend, then we will be left with about £28,000 surplus.
7. Special Resolution - NP ([SB40/2](#))
   NP - A lot of time and intellectual energy spent on this. We had to make sure we are following our own rules and are confident we have done everything right in terms of process to bring to members at the GA this afternoon.
   Looks likely resolution will be passed - almost everyone has registered a proxy and all proxy votes are either abstain or yes.
   Discussion followed on what would happen if the Special Resolution wasn't passed and what might happen if it was, but members wanted a further change. NP went through the procedure for a member to informally ask the board to consider something or create an ordinary or special resolution. Members could also try to override board but would currently need 23 members to agree.
   Regarding this Special Resolution amendment, the Steering Board has a duty to make sure things are correct, and this is fixing a logical error.
8. Technology Group Report - BP
   Due to other commitments, no meeting since 11th Nov.
   Geolocation still needs fixing. Input from manufacturers is required.
   NP - Push harder to make priority for manufacturers?
   DL - Could we modify RadioDNS technical standards to support this? Whether manufacturers choose to use them in the manner we hope - is that a conversation for us?
   Would like to hear from Xperi as they have interest in this and have approached NAB about testing on some of their platforms.

BP - We could add into specification. However, we would prefer to create a toolbox, rather than prescribed instructions on how a device should behave.

Discussion on the different problems for manufacturers, broadcasters and listeners with geolocation, blackspots and costs. Agreement is needed on what a good radio signal looks like. Highlighted importance of Automotive Workshop so this can all be discussed in one room.

AP - BP to start writing doc outlining geolocation requirements for input from broadcasters and manufacturers

BP is creating a skeleton doc for gaining better analytical insights through using RadioDNS. BP asked board for suggestions on what analytical insights may be required.

AP - Board to make suggestions to TG re any analysis that may interest them

AP - BP to write analytical insight doc for manufacturers and broadcasters.

CDR (Convergent Digital Radio) from China - there is lots of interest and enthusiasm, they would like to do a test with a real device

RadioVIS - specification update for different transport, http methods. Interesting topic, TG making time to do it properly.

9. Renewal of Project Director Contract - DL/NP ([SB40/3](SB40/3))

Renewal on the same terms, except next year's renewal will extend until the end of Feb 2021 so contract expires after the members have approved the following year's budget, rather than before. NP left room during discussion. It was agreed the contract should be reviewed every year and modify document to state when last change in fee was so this can reflect fee history and be considered for next renewal. Also discussed were NP's employment rights as a contractor for more than 2 years.

AP - NP/BP to modify NPs contract to document fee history

AP - BP to understand rights for fixed term contract rolls over 2 years

10. Project Office Report - NP / RK ([SB40/4](SB40/4))
    a. Financial Report
       Project office - actual director's fee is now factored into budget.
    b. Membership Review
       Update on the non-paying members. All are in conversation with us and intend to pay. Problems with payment are frequently due to our bank account.
       AP - NP to look at a better bank account for International payments
    c. New Website
       RK indicated new web page is nearly ready to launch.
       AP: RK to send beta link for new web page to board
    d. Events
       NP update on events so far in 2020. European Radio Show meetings meant a couple of broadcasters in France have put in registrations for their stations.
       Discussion on how we work with members and keep mutual benefits consistent and equal.
       Discussion on attending more broadcaster focused events.
       DL suggested the September Radio Show (in Nashville) is a good goal for the analytics work to be promoted.
       CW commented that there will be hybrid Audis in the US by then.
    e. Test and Fault Reporting Platform
       Demoing at GA.

11. Changes to .org registry - NP (SB40/5)
    There is no decision to be made, but encouraged Steering Board to read the document to understand what is happening.
    BP suggested we should have a contingency

12. Standard Licence - NP

      deferred
13. Managing Client IDs - NP
      deferred
14. Meeting Dates for 2020
      Target for 5 meetings for the year. RK will send out some suggested dates and times.
      DL suggested scheduling a meeting during Radioshow in September.
      AP - RK to send out Steering Board Meeting Dates for 2020/21
15. Adjournment