
SB59/5 – Minutes for the 59th Steering Board

Tuesday 12th December 2023 – 09:00 ET / 14:00 BST / 15:00 CET

Attendance

Neil BINGHAM (Frontier)
Laurence HARRISON (Radioplayer)
Rosie KENDRICK (RadioDNS)
Maximilian KNOP (Konsole)
Badri MUNIPALLA (NPR)
Nick PIGGOTT (RadioDNS Project Director)
Ben POOR (EBU) (Secretary)
Michael REICHERT (ARD)
Nacho Seirul-Lo SALAS (NXP)
Dave WALTERS (BBC)
Christian WINTER (AUDI)

Apologies

David LAYER (NAB)

Agenda

1. Welcome from Nick Piggott
2. Appointment of Christian Winter as Chair for the Meeting
3. Agenda approved
4. Minutes of the [58th Steering Board](#) approved
5. Action Points Review
 - a. NP to look at Articles of Association to identify the process to elect the Chair - Completed
 - b. NP to create a non-tech accessible blog-post on the technical group activities - in progress
 - c. NP to create changelogs for the standards documents - in progress
 - d. PO - Remove Audacy from the list of members, including online - Completed
 - e. NP and RK to update coverage map online and get some topline figures - in progress
CW discussed DAB-Z app and Radioplayer regarding API keys and the RadioDNS map.
AP: NP to get update on DAB-Z
6. Appointment of a Replacement Director:
Information from Jamie at iHeart has been circulated as the recommended replacement for John Vermeer. No other proposals for nominees.
It was agreed that the intention is for Jamie to join the board, NP will email the rest of the board to let them know the intention is to offer the place to Jamie and if there are

no further objections we will start the process.

AP: NP to email the board to ask for any objections and if not will contact Jamie to let him know he is joining the RadioDNS Steering Board

7. Technical Group Report ([SB59/2](#))

No meeting since the last board meeting.

Latest confirmation of Look-up and SPI standard changes are now live

AP: create comms around these ETSI changes.

NP highlighted the hybrid radio on-demand functionality that has been discussed since the last meeting, the TG will confirm how RadioDNS will put this into the PI documents and then build a prototype, or extend the existing prototype to demonstrate how it would work for the user and the user journey. ARD and Swedish Radio are happy to support this with their feeds so it can be demoed.

DW said from an editorial point of view programme makers might be cautious to advertise turning off their programmes to listen to something else, but from a commercial one this could be useful, so to keep the commercial opportunity in mind. NP replied that currently looking at adding on-demand links to programme files, this is discovering if TAG can be overlaid on top of it. CW added one discussion was about this might be too much for the user, and it would be good to see use-cases. Discussion on how to get to the broadcasters app and back again.

8. Project Office Report ([SB59/3](#))

a. Update on financial report

b. Update on membership payment, the 11 outstanding are expected to be paid

c. Update on previous and upcoming events

d. Update on comms, discussion on where RadioDNS should be and include animations and update on 2024 plans in item 10

AP: review social platforms in 2024

e. Update on software development, including finding a new developer.

9. Diversity in RadioDNS - [draft policy](#)

Opportunity is for the board to be more vocal on diversity before the 2025 elections to encourage diversity when nominating candidates. We have already sent comms to the TG to ask them to bring colleagues who they might not have thought of to bring a different perspective to the meetings.

LH said that there is only so much we can do as we are behest of the members, we need to make it more clear - what happens if the same board is elected next year, so what steps can we take to promote diversity.

NP suggested that at the GA could one or 2 board members present our ambition.

AP - add a vote at the GA to ask the members if they support our diversity policy

AP - Board to review the doc - schedule approval at SB60 and presentation of policy at the GA

10. 2024 Plan ([SB59/4](#))

Summary of what is going well:

RadioDNS works when we work in the common ground between broadcasters and manufacturers and there is a good engagement.

Operationally we have 100% uptime on the servers.

The TG have responded for requests to solutions

RadioDNS is a familiar brand, but people don't always understand what we do

Our support load is growing which is a good indication that we are being used even more

The FDQN will be coming soon and is added value for users and members

Changes that need to be made:

Communications about what we do; we provide standards and we are not a service

Most of our work is originated by broadcasters and we need to make sure we deliver for manufacturers

Increasing support load needs help

More communication is needed

Demonstration device needs more work

TG solutions to standards needs to be faster

More in-person Automotive Workshops

NP said the biggest block to making the changes is time, both for dev projects and more and better communications

DW asked if there are any candidates in mind to replace Andy Buckingham who is currently in the dev role and could this be outsourced. BP replied that finding someone familiar with RadioDNS might be a struggle, but the technology isn't that complicated so it could be a good idea to go to the open market.

AP - BP and NP to create job description for RadioDNS developer

NP summarised ambition list for 2024 and the board agreed.

NP proposed to bring another person to deal with support and admin, about 5 hours per week, to free up NP time to work on comms, events and planning, but keep NP and RK hours the same, as well as the new developer.

In relation to the ambition for 2024, NP presented the 2024 budget, which was approved by the board but NB highlighted that the dev rate could potentially be higher than the budget.

Reducing the surplus was discussed and the implementation for 2025 as it looks like an unsustainable budget. NP said that the 2024 budget can be trimmed back in 2025 if needed.

AP - NP send email to the board to review and approve the budget, in the meantime we will start 2024 on the assumption the budget has been approved until SB60 and go through the board approval process then.

CW asked for the job description for the administrator

AP - NP to create job description for the administrator

AP - NP to email the board re Project Director contract renewal

11. Any Other Business