



## **IPTC Annual General Meeting 2003**

Held at the Radisson SAS Scandinavia Hotel, Aarhus  
Margarethepladsen, Aarhus, 8000 Denmark

### **Minutes of 38<sup>th</sup> Annual General Meeting of the "Comité International des Télécommunications de Presse" held on 5 June 2003**

**Present:**

Chairman: John Iobst, Newspaper Association of America (1)

Yoshimasa Araki, Kyodo Tsushin (1)

Walter Baranger, New York Times (1)

Dominic Chan, Canada NewsWire (1)

Honor Craig-Bennett, PA News (1)

Stéphane Guérillot, Agence France Presse (2)

Darko Gulija, HINA

Naoshi Hashimoto, Nihon Shinbun Kyokai (1)

Geoffrey Haynes, The Associated Press (2)

Klaus Herwig, Deutsche Presse-Agentur

Niels Hojer-Pedersen, Ritzau Bureau I's

Martin Holroyd, PR Newswire (1)

Rudi Horvath, Austria Presse Agentur (1)

Hugh Johnstone, IPTC

Rob Larson, New York Times

Michael Steidl, IPTC, Secretary

Laurent Le Meur, Agence France Presse

Harald Löffler, ifra

Takis Mantis, ANA

John Minting, United Press International (1)

Motoyasu Mise, Nihon Shinbun Kyokai (1)

Peter Müller, SDA/ATS (1)

Christian Ratenburg, CCI Europe

Jean-François Richard, Agence France Presse (1)

Kazuyuki Sakamoto, Nihon Shinbun Kyokai (1)

Klaus Sprick, Deutsche Presse-Agentur (2)

Tom Taylor, PR Newswire

Charles Tichenor, The Associated Press (1)

Misha Wolf, Reuters Limited (1)

Numbers in parentheses show the number of votes represented by a single person

The Chairman opened the meeting by welcoming the members to this Annual formal meeting. He said that it had been correctly constituted in accordance with the Memorandum and Articles 1997 and our operating procedures. Currently the quorum for attendance was 19 and there were 21 votes present or held as proxy.

#### **Agenda**

**Item 1 Minutes of the 37<sup>th</sup> Annual General Meeting  
held on 4 July 2002 in San Francisco (AGM0202)**

It was proposed by Walt Baranger and seconded by Geoffrey Haynes that the minutes be accepted as circulated. This was agreed unanimously.

#### **Agenda**

**Item 2 Chairman's report**

The Chairman gave his report, a copy of which is attached with these minutes.

#### **Agenda**

**Item 2a Managing Director's report**

The Managing Director gave his report, a copy of which is attached with these minutes.

#### **Agenda**

**Item 3 Financial report**



(a) Audited Accounts for 2002 (MAN0303a)

Klaus Sprick presented the Audited Accounts for 2002.

Walt Baranger asked whether the bank charges for transferring the membership dues could be kept low.

Klaus Sprick said, this was discussed by the Management Committee and will be covered by a special item of this meeting.

**Resolution 1: THAT THE AUDITED ACCOUNTS FOR THE YEAR ENDED DECEMBER 31, 2002 BE APPROVED.**

This was proposed by Klaus Sprick and seconded by Rudi Horvath. This was agreed unanimously.

(b) Review of 2003 income & expenditure (MAN0302c and MAN0308)

Klaus Sprick presented the expenditures and revenues and he pointed out that this budget shows an operational deficit that has to be covered by the reserves.

**Resolution 3: THAT THE AMENDED BUDGET FOR THE YEAR ENDING DECEMBER 31, 2003 AS CIRCULATED UNDER REFERENCE MAN 0302c BE APPROVED.**

This was proposed by Klaus Sprick and seconded by Rudi Horvath. This was agreed unanimously.

(c) Budget for 2004 (MAN0302c and MAN0308)

Klaus Sprick presented the Budget for 2004 and pointed out that there will also be an operational deficit that has to be covered by the reserves.

Walt Baranger asked on what basis the assumption for the membership fee was made. The Managing Director replied that it is based on the membership as of May 2003 and taking into account the known changes by the new year.

**Resolution 7: THAT THE DRAFT BUDGET FOR 2004 AS CIRCULATED UNDER MAN0203c WITH MAN 0308 BE APPROVED.**

This was proposed by Klaus Sprick and seconded by Rudi Horvath. This was agreed unanimously.

Klaus Sprick reported the Management Committee had extensive considerations of handling money transfers in the best way. As a result from this the Management Committee proposed to change the accounting currency of IPTC from British Pound Sterling to Euro.

Resolution 8, 1<sup>st</sup> proposal by Klaus Sprick: That the Management Committee is empowered to change the currency by which the membership subscription is charged to members from Pound Sterling (GBP) to Euro (EUR) by the 1st of January 2004, based on the exchange rate applied as of 1st December 2003 by the European Central Bank.

Misha Wolf proposed to apply an average exchange rate for about three months.

Walt Baranger supported this saying the Management Committee should also have some flexibility to set this exchange rate.

Then it was discussed to add to the resolution that the accounting currency should be changed as well.

Walt Baranger asked whether IPTC should stay an UK company.



The Chairman said since accounting in Euro is possible and no formal problem and IPTC's incorporation in the UK is a good solution there should no change be made.

**Resolution 8, final version: That the Management Committee is empowered to change the currency by which the membership subscription is charged to members from Pounds Sterling (GBP) to Euro (EUR) from the 1st of January 2004 and to change the currency of accounts at the same time.**

This was proposed by Klaus Sprick and seconded by Walt Baranger. This was agreed unanimously.

#### Agenda

##### Item 4 Appointment of Auditors

**Resolution 2: THAT MESSRS R. A. MCLEOD & CO. BE APPOINTED AS AUDITORS TO THE COMITÉ INTERNATIONAL DES TÉLÉCOMMUNICATIONS DE PRESSE FOR THE YEAR ENDING DECEMBER 31, 2003, AFTER AGREEMENT OF THEIR FEES BY THE MANAGEMENT COMMITTEE.**

This was proposed by John Iobst and seconded by Walt Baranger. This was agreed unanimously.

#### Agenda

##### Item 5 Resolutions from Committees.

Stéphane Guérillot said the Standards Committee had no resolutions to present.

Walt Baranger said the Public Relations Committee had no resolutions to present.

#### Agenda

##### Item 6 Resolutions from members

There were no resolutions from members.

#### Agenda

##### Item 8 Election of Officers

(a) Appointment of scrutineers:

**Resolution 6: THAT THE MANAGEMENT COMMITTEE RECOMMENDS TO COUNCIL THAT MR Geoffrey Haynes AS CHAIRMAN AND MESSRS Darko Gulija AND John Minting BE INVITED TO SERVE ON AN AD HOC COMMITTEE FOR THE PURPOSE OF SCRUTINISING VOTING IN THE EVENT OF AN ELECTION, AND TO BE RESPONSIBLE FOR RESOLUTIONS ARISING FROM THE PROCEEDINGS.**

This was proposed by Stéphane Guérillot and seconded by Peter Müller. This was agreed unanimously.

(b) and (d):

**Resolution 5: THAT THE FOLLOWING BE ELECTED TO SERVE ON THE 2003/4 MANAGEMENT COMMITTEE. JOHN IOBST AS CHAIRMAN, KLAUS SPRICK AS VICE CHAIRMAN, PETER MÜLLER AS VICE CHAIRMAN, STÉPHANE GUÉRILLOT AS VICE CHAIRMAN, RUDI HORVATH AS VICE CHAIRMAN, NAOSHI HASHIMOTO AS VICE CHAIRMAN.**

This was proposed by John Iobst and seconded by John Mintin.

Then followed a secret ballot and all the candidates were elected unanimously.



The Chairman said he intends to propose two persons to fill the vacancies at the Management Committee. This will be decided in the next meeting of the Management Committee.

**Agenda**

**Item 9 Date and place of the 2004 Annual General Meeting**

**Resolution 4: THE COUNCIL ACCEPTS WITH GREAT PLEASURE THE KIND INVITATION FROM CINTEC TO HOLD ITS 39TH ANNUAL GENERAL MEETING IN HONG KONG IN SUMMER 2004 (23 – 27 May).**

This was proposed by Peter Müller and seconded by Naoshi Hashimoto.

This was agreed unanimously.

**Agenda**

**Item 10 Place of 2005 Annual General Meeting**

The Chairman asked the members to send proposals either to him or to the Managing Director.

**Agenda**

**Item 11 Any other business**

◆ The Chairman announced:

The next meeting (Autumn) will be from 8 – 10 October in Leipzig, Germany.

The Spring Meeting 2004 will be from 15 – 17 March in Athens, Greece and the 18 March should be a special day at the venue of the Olympic Games held there in August 2004.

◆ John Minting proposed to have internet connectivity like at the AGM in Aarhus at every IPTC meeting. This was supported by several other members.

The Managing Director said he will try to set up such facilities in future but also price and availability have to be taken into account.

John Minting proposed to adjourn the 38<sup>th</sup> Annual General Meeting.

The Chairman adjourned the meeting.



## **Appendix 1: Chairman's Report**

It is my privilege as the Chairman of the Management Committee of the International Press Telecommunications Council to say a few words at this 38th Annual General Meeting.

I must first thank Peter Müller for handing over a company that is in good working order. However, unlike Peter's report of last year, I am unable to report that it was a quiet year, with activities including the appointment of a new Managing Director and the passage of a major new Standard. In order to accomplish the business of the company, the Management Committee had three regular meetings and one special meeting (to deal with the appointment of the new Managing Director).

### **Change in the Company**

The major change of the last year has been the retirement of David Allen and the appointment of a new Managing Director - I would like formally welcome Michael Steidl to his first Annual General Meeting, and hope he will be with us for many more. Michael has successfully moved the IPTC offices to Vienna Austria from England, although the company continues to be registered in the United Kingdom.

The IPTC has also seen the largest amount of change in committee Chairs that I have experienced during my membership. Stéphane Guérillot now chairs the Standards Committee, John Minting the News Metadata Working Party, Laurent le Meur the NewsML Working Party, and Walt Baranger the Public Relations Committee

IPTC has had a number of active members leave due to retirement and other reasons, these included Irving Levine, Tony Allday, and James Hartley. IPTC is also going to lose the services of Walter Grolimund as Honorary Treasurer although he will continue to be active in the Council's work.

### **Finance**

I am happy and pleased to report that, overall, the finances of the company are good.. This being said, I need to alert you of future events. While the current financial reserves are at slightly more than 100% of the annual budget, in 2004 we are budgeted to operate at a small deficit. The current operating rules require the Management Committee to consider a dues increase if the reserves fall below 90% of the annual budget.

In addition to watching it's spending, IPTC needs to continue to solicit new members and encourage associate members to become full members in order to maintain financial stability.

IPTC might also need to look for other means of income.

### **Membership**

Membership this year is up slightly and stands at 27 full members and 24 associate members, representing 36 full shares and 24 fractional shares. This is down one share from last year.

We have added six new associate members: ANA (Athens News Agency), Harris, ifra, Inight Software, xmlteam, and MCN.

While there are a few members in arrears, and there are indications that several members may be lost for 2004, overall membership is in good shape. I would still encourage members to encourage membership of any companies they know who are in the news business or develop systems that use IPTC standards.

### **Standards**

The council has approved one major standard this year, SportsML - an exciting standard for information about sport. I think that this will be one of the most widely used IPTC standards and



will expose the work of IPTC to many new individuals and companies. It is probably the first IPTC standard that will actually be used by the general public in addition to the normal business to business activities that we are used to.

NewsML continues to spread around the world: The Chinese continue to fast track their development with major seminars in Beijing and Hong Kong; similarly the NSK NewsML Team continues to work on accelerated implementation of NewsML in the Japanese news industry.

The Subject Reference System (SRS) continues to grow with a significant number of new terms - both general and specialty-specific - being added. In addition the Public Relations Committee has distributed press releases relating to the standards the IPTC has been developing and other related IPTC activities. Finally, the IPTC Mirror has converted from a mailed paper publication to a completely electronic publication.

### **Work Ahead**

The Standards Committee has embarked on a major review of the IPTC standards. The Roadmap project will begin to harmonize the IPTC standards especially in the area of metadata. There will also be work to improve the technical and marketing documentation with more useful examples, which will help to make the standards simpler and easier to implement. This will be a significant step forward. Part of this project is also the development of NewsML V2, which will be a simplified version.

Work continues on specialized content development with the expectation that at least one new specification will be completed. There is also an expectation that the SRS will continue to grow at a reasonable pace. IPTC will evaluate the possibility joining with other standards bodies to undertake projects of common interest.

The Standards Committee with the help of the Public Relations Committee will undertake a survey of the membership and other interested parties to identify what is restricting the implementation of the current IPTC standards and what can be done to get broader adoption.

Finally the Public Relations Committee will undertake to review and update the IPTC web sites to make them consistent and have them provide more information about the work of the company.



## **Appendix 2: Managing Director's report**

In the period from the 37<sup>th</sup> AGM a change occurred concerning the post of the Managing Director: David Allen, serving for twelve years, retired in February 2003 and Michael Steidl was appointed as his successor, the handover took place in January 2003.

### **Council Meetings**

Since the AGM in San Francisco the Autumn Meeting was held in Amsterdam, the venue has been changed from Barcelona due to problems with the hotel reservation. The Spring Meeting was held in Nice and the opportunity was taken to say farewell to the long serving Managing Director David Allen who was invited there with his wife.

At the Autumn meeting a telephone conference of the Working Party chairmen was discussed and was held for the first time in February to prepare schedule and focus of the Spring Meeting. Another meeting of WP chairmen was held at the Spring Meeting in Nice and as a result from this a special meeting of the WP Chairmen was held in late April in Washington DC to prepare what is called now the "Roadmap 2003-2005" outlining the development of the IPTC standards in this period.

### **Finance and Membership.**

The 2002 accounts have been completed and audited and a detailed budget for 2003 has been produced together with a draft budget for 2004.

Our membership now stands at 27 Nominating Members (one is in default) holding 36 shares and 23 Associate Members (three are in default) holding 7 2/3 shares.

### **Secretariat.**

In spite of the change in the person of the Managing Director the basic layout of covering IPTC secretariat's duties has not been altered: the Registered office is serviced by an attorney in Windsor (8 Sheet Street), the company's office is operated by HQ Office in Windsor (Royal Albert House, 11 Sheet Street) as service provider for mail, telephone and fax support and the Managing Director is working from his home as it has been for the past years.

### **Communication and Collaboration.**

The business of IPTC is still based on the exchange of information by e-mail but there are some considerations to amplify and implement means of web based collaboration and the coming year should see there some major improvements.

To improve external communication currently a project is in progress to revamp the design of IPTC's web sites and to improve the structure and layout of the content. We are also working on a consolidation of domain names relating to names of IPTC standards, most domain names out of the "org" and "com" TLDs are already registered for IPTC.

IPTC has continued to use public mailing lists at Yahoo Groups. The NewsML list continues to be the most prominent and now has 630 members. The NITF mailing list is second with about 400 members and the membership of the SportsML list increased considerably with this standard evolving to currently 110.

The Mirror and Spectrum is edited as before by Hugh Johnstone who delivers the Mirror in a "thin" version for email delivery and a "fat" version for quality printouts which is stored on the iptc.org website. The single annual issue of the Spectrum is produced and delivered electronically as the Mirror but there is an additional circulation of a colour print version.



**Papers.**

For the current year 2003 the secretariat issued about 80 papers to members primarily as PDF files. A CD-ROM was sent to all members containing copies of the 2002 papers plus the Standards Documents and test image files.

As in the previous years papers were also put on the iptc.org website in the restricted member zone, this repository will be improved in the process of providing better internal collaboration tools.

**Promotion of IPTC Standards.**

The retiring Managing Director did his last presentation of NewsML in Beijing in December 2002 in a two day seminar on the implementation of NewsML in China.

NewsML has been registered as trademark in Japan this May after the successful registration in North America and Europe last year.

Members are asked to continue to monitor any implementations they make find to ensure they are compliant with our DTD.

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