



# IPTC XXXIX ANNUAL GENERAL MEETING, 2004

held at  
InterContinental Grand Stanford Hotel  
70 Mody Road, Tsimshatsui East, Kowloon, Hong Kong  
**25<sup>th</sup> to 28<sup>th</sup> May 2004**

## Minutes of the formal Annual General Meeting of the “Comité International des Télécommunication des Presse” held on 28 May 2004

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### Present:

Chairman: John Iobst, NAA (1 + 1p)

Koji Akagi, Nihon Shinbun Kyokai (1)	Luka Lo, CINTEC
Walter Baranger, New York Times Company (1)	Harald Löffler, ifra
Arnaud Descamps, Relaxnews	John Minting, United Press International (1)
Takahiro Fujiwara, EAST Co. Ltd	Takeshi Moriguchi, Nihon Shinbun Kyokai (1)
Walter Grolimund, Keystone (1)	Stephen Moyes, The Associated Press (1 + 1p)
Stéphane Guérillot, Agence France Presse (1)	Peter Müller, SDA/ATS (1)
Darko Gulija, HINA	Jean-François Richard, Agence France Presse (1)
Naoshi Hashimoto, Nihon Shinbun Kyokai (1)	Hiroshi Shinotsuka, Kyodo News (1)
Kelvin Holland, Harris and Baseview	Klaus Sprick, Deutsche Presse-Agentur GmbH (1 + 1p)
Rudi Horvath, Austria Presse Agentur (1)	Henrik Stadler, Tidningarnas Telegrambyrå (1)
Hugh Johnstone, IPTC	Misha Wolf, Reuters Limited (1)
Laurent Le Meur, Agence France Presse (1p)	Kam Fai Wong, CINTEC (1)
Jaak Leenknecht, Agence de Presse Belga	Kam Lai Wong, CINTEC
Trevor Leung, CINTEC	

Michael Steidl, IPTC Managing Director as Secretary

[Note on the numbers in parentheses: they denote the votes of a person, a “1” is for Nominated Members, a “1p” is for a vote as proxy; persons without a number were present without voting capacity.]

At the time of the AGM 36 shares were drawn by members, therefore the quorum was 19 votes

The Chairman opened the meeting by welcoming the members to this Annual General Meeting, the official meeting of the company. He said that it had been correctly constituted in accordance with the Memorandum and Articles of Association and our operating procedures. Currently the quorum was 19 and there were 21 votes present or held as proxy.

## 1 Minutes of the AGM 2003 held on 5 June 2003 (AGM0303)

It was proposed by Walter Baranger and seconded by John Minting that the minutes be accepted as circulated. This was agreed unanimously.

## 2 Chairman’s report

The Chairman gave his report, see the full text in Appendix A of these minutes.



### 3 Managing Director's report

The Managing Director gave his report, see the full text in Appendix B of these minutes.

### 4 Financial Report

- (a) Audited Accounts 2003 (MAN0408)

Henrik Stadler presented the Audited Accounts 2003.

**Resolution: THAT THE AUDITED ACCOUNTS FOR THE YEAR ENDED DECEMBER 31, 2003, BE APPROVED AS CIRCULATED.**

This was proposed by Klaus Sprick and seconded by Henrik Stadler.

On a vote by voice the chairman said this was agreed unanimously.

- (b) Review of the 2004 income and expenditure (MAN0409)

Henrik Stadler presented the updated income and expenditure for the year 2004.

**Resolution: THAT THE AMENDED BUDGET FOR THE YEAR ENDING DECEMBER 31, 2004 AS CIRCULATED UNDER REFERENCE MAN0409 BE APPROVED.**

This was proposed by Stéphane Guérillot and seconded by Rudi Horvath.

On a vote by voice the chairman said this was agreed unanimously.

- (c) Budget for 2005 (MAN0409)

Henrik Stadler presented the budget for the year 2005.

**Resolution: THAT THE DRAFT BUDGET FOR 2005 AS CIRCULATED UNDER MAN0409 BE APPROVED.**

This was proposed by John Minting and seconded by Walter Baranger.

On a vote by voice the chairman said this was agreed unanimously.

### 5 Appointment of Auditors

**Resolution: THAT MESSRS R. A. MCLEOD & CO. BE APPOINTED AS AUDITORS TO THE COMITÉ INTERNATIONAL DES TÉLÉCOMMUNICATIONS DE PRESSE FOR THE YEAR ENDING DECEMBER 31, 2004, AFTER AGREEMENT OF THEIR FEES BY THE MANAGEMENT COMMITTEE.**

This was proposed by Walter Baranger and seconded by Stéphane Guérillot.

On a vote by voice the chairman said this was agreed unanimously.

### 6 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.

### 7 Resolutions from members

There were no resolutions from members.



## **8 Amendment of the Articles of Association**

Klaus Sprick said the initial considerations were made by the Management Committee to allow for more and various types of membership in the framework of “Associate Members”. First he presented a graphic showing the logic for the new membership structure.

Then Klaus Sprick presented the revised Articles to the members (AGM0401a) and added he also “cleaned up” the terminology used and levelled out some unclear and ambiguous parts of the Articles and he revamped the layout of the document to reflect the current corporate identity.

Walter Baranger said Klaus Sprick did a great job and the Articles are much clearer now.

Stéphane Guérillot asked the Managing Director about the Seal mentioned in the Articles and he responded that this a rather big piece of metal residing on a shelf in his office.

Stéphane Guérillot proposed a change to clause 10 to allow a person who held an office with the IPTC to remain at the Council after he or she is no Nominated Member anymore. This was discussed and Walter Baranger proposed to delete this clause from the Articles. On a show of hands this was agreed unanimously.

### **Special Resolution:**

**THAT THE AMENDED ARTICLES OF ASSOCIATION OF CIP AS CIRCULATED UNDER AGM0401a AND AS FURTHER AMENDED DURING THE ANNUAL GENERAL MEETING BE APPROVED.**

This was proposed by Klaus Sprick and seconded by Stéphane Guérillot. On a vote by voice the chairman said this was agreed unanimously.

## **9 Election of officers**

(a) Appointment of scrutineers:

**Resolution: THAT THE MANAGEMENT COMMITTEE RECOMMENDS TO COUNCIL THAT Mr John Minting AS CHAIRMAN AND MESSRS Darko Gulija AND Walter Grolimund 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 Henrik Stadler and seconded by Rudi Horvath. This was agreed unanimously.

(b), (c) and (d):

**Resolution: THAT THE FOLLOWING BE ELECTED TO SERVE ON THE 2004/5 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, GEOFFREY HAYNES AS VICE CHAIRMAN, HENRIK STADLER AS HONORARY-TREASURER.**

Then followed a secret ballot and the chairman of the scrutineers reported all the candidates were elected unanimously.

The Chairman said he intends to propose a person to fill the vacancy at the Management Committee after Naoshi Hashimotos retirement at the Autumn Meeting.



## 10 Date and place of the 2005 Annual General Meeting

**Resolution: THE COUNCIL ACCEPTS WITH GREAT PLEASURE THE KIND INVITATION FROM REUTERS UK TO HOLD ITS 40TH ANNUAL GENERAL MEETING IN LONDON IN JUNE 2005.**

This was proposed by John Minting and seconded by Walter Grolimund.  
On a vote by voice the chairman said this was agreed unanimously.

## 11 Place of the 2006 Annual General Meeting

Rudi Horvath said APA is ready to host the AGM 2006 in Vienna, Austria.

## 12 Any Other Business

\* The Chairman said he would like to thank CINTEC for hosting the 39<sup>th</sup> AGM. This was supported by acclamation from the floor.

\* The Chairman said he would like to thank Naoshi Hashimoto for working with the IPTC for a long time and for serving as Vice-Chairmen for the past years.

Naoshi Hashimoto responded as follows:

I retire from the IPTC, not from the NSK. I have to continue to work for NSK for a few more years. At the moment I remember what my predecessor and ex-chairmen of IPTC said at his farewell speech some years ago: "People come and go, I came as a newcomer some years ago and now I go as a new person". This time the newcomer to IPTC will be Hitoshi Saito, some people at this table know him as he was stationed for five years as NSK representative in the US. Because his assignment will expire this summer, he will return to Japan this summer to hold new responsibilities at NSK, one of his responsibilities will be the IPTC. Finally I would like to appreciate the kindness and the help you extended to me. Thank you, thank you very much.

This statement was received by acclamation.

John Minting proposed to adjourn the 39<sup>th</sup> Annual General Meeting.

The Chairman adjourned the meeting.

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## **Chairman's Report IPTC Annual General Meeting 2004**

28 June 2004, Hong Kong

Given by Dr John Iobst

It is my privilege as the Chairman of the Management Committee of the International Press Telecommunications Council to say a few words at this 39th Annual General Meeting.

I believe that this has been a good year for the company. Financially we continue to be in a strong position, the IPTC continues to be recognized as a quality developer of international standards, membership remains strong, and I congratulate Michael Steidl on making it through a complete cycle of meetings and all of the related issues.

In order to accomplish the business of the company, the Management Committee had three regular meetings.

### **Operating Changes**

There is a proposal before the membership to make some changes to the Articles of the Company. If approved, the Management Committee will have the flexibility to create membership opportunities for companies from parts of the world that are economically challenged.

The second major change is in the area of standards development. The agreement to implement a formal project management process will ensure that IPTC standards continue to meet the business needs of the industry and maintain their high quality. Additionally, vice chairs have been named for the standards development committees. This will help smooth the running of meetings when the chair cannot be present.

### **Finances**

Heinrich Stadler will be making the formal presentation of the finances shortly. I am happy to report that the Council finished the in good shape. This means that the company remains within the required capital requirements. There are also sufficient funds to cover the development of NewsML 2.

### **Membership**

IPTC stands at 28 full members and 27 associate members, representing 36 full shares and 27 fractional shares. This is up one full and three associate members from last year.

### **Outreach**

The council has made several efforts to increase its outreach to the world beyond IPTC. The IPTC website has been re-engineered to be more user friendly. This makes information more accessible to non-member visitors. The members section is seeing more activity as the changing world of e-mail has made it safer to have members download papers rather than sending them directly. Issues of the IPTC Mirror and Spectrum are also distributed via the web site.

The IPTC co-sponsored a News Summit prior to the XML 2003 conference. The summit was well attended with almost 100 registrants. The presentations covered a wide range of topics relating to the xml-based distribution of news and information. The sharing of ideas was quite positive. Unfortunately, the standards may not converge due primarily to differences in the requirements associated mostly with end user versus business-to-business applications.

The various standards development groups continue to make good use of Yahoo groups. This allows interested parties to be more aware of the standards development activities of the IPTC. It also facilitates the speed at which our standards are developed.

The Standards Committee studied the possibility of doing joint standards development with OASIS. The investigation indicated that it was not feasible at this time.

A member survey was undertaken to both inform and solicit information. There were not

many responses and, as a result, the information was only marginally useful.

The IPTC was happy to participate in the 2nd Chinese NewsML Symposium in conjunction with AGM in Hong Kong.

### **Standards Development**

The major new activity in standards development was the agreement to create a standards roadmap. This will provide a consistent development process for all of the IPTC standards. It will also encourage sharing of like definitions across IPTC standards. The project management process will also support the roadmap by requiring new project to fit into the framework.

In other standards activities:

- \* NITF v3.2 was approved.
- \* NewsML v1 guidelines released.
- \* NewsML v business requirements development continues to move forward.
- \* SportsML continues to move forward and has increasing interest.
- \* ProgramGuideML development has been completed and has been approved as a release candidate. It is looking for new development leadership. Several members have expressed interest in implementing it.
- \* EventsML business requirements are well in hand. The standard should follow on quickly.
- \* The SRS terms list continues to grow.
- \* WeatherML was approved as the first IPTC standard to be developed under the project management process.
- \* Adobe has asked the IPTC to work with them to allow for the support of IPTC metadata as part of the xmp coded information in Adobe Photoshop files.

and

- \* Preliminary work is being done to study the conversion of IPTCs existing standards from dtd to schema.

Finally, we had a very successful meeting in the Athens. This included a visit to a number of the Olympic venues. I wish well all who must work the Olympics this summer.

It is with great regret that I accept the resignation of Naoshi Hashimoto from the IPTC Management Committee. I would like thank Naoshi Hashimoto for his service to the IPTC and its Management committee. He is retiring from the IPTC due to other commitments. The management committee expects to co-opt his replacement Hitoshi Saito, whom some of you know, to the management committee.

This concludes my report. Thank you for your attention and support.

## **Managing Director's Report IPTC Annual General Meeting 2004**

28 June 2004, Hong Kong

Given by Michael W Steidl

This report covers the time since the 38<sup>th</sup> AGM in June 2003. I have to add, this is the first full period covered by me.

### **Council Meetings**

Since the AGM in Aarhus IPTC meetings were held in Leipzig in October and in Athens in Spring, the last day of this meeting was dedicated to touring the Press Centre and some sites of the Olympic Games 2004.

### **Membership**

Currently 55 members have drawn shares from the IPTC, 28 are Nominating Members – they have drawn a total of 36 full shares, 27 are Associate Members – which equals to 9 full shares.

Eight members joined the IPTC since the AGM 2003 and 2 members left the IPTC. In total this is 1 1/3 shares up since the previous AGM.

Interest in IPTC membership is high, I sent invitations to join our company to more than 30 companies or organizations all over the world.

### **Finance**

Accounting is done by me, the formal 2003 accounts have been completed and audited and a formal report has been prepared by our appointed auditor R A McLeod and is awaiting approval at this AGM.

### **Secretariat**

The set up of the secretarial services remains the same: the registered office at 8 Sheet Street in Windsor is maintained by a solicitor, the trade office at Royal Albert House, 11 Sheet Street in Windsor is operated by a service provider (HQ Offices) – they provide mail, telephone and fax forwarding to my private office. I, as Managing Director, still work out of my home office in Vienna (Austria) as part-time employee.

### **External Communication:**

The IPTC co-hosted the so called “News Standard Summit” in December 2003 in Philadelphia, Pa. (USA). Despite the lack of improvement in collaboration of the “news standards community” it improved communication between the organising parties of this event at least and that were besides the IPTC OASIS and IDEAlliance.

Another presentation on IPTC standards was given by me at a seminar on “Technology and Business Challenges” of the European Alliance of News Agencies in Budapest (Hungary) in May.

The audience there were primarily general business and marketing managers of news agencies.

And the latest presentations given by me and other IPTC members were only a few days ago at the Chinese NewsML Community Conference here in Hong Kong.

The means for electronic communication were improved in this period. A common design and structure for all IPTC web sites has been developed and implemented. Now it is quite easy find information about our standards and even easier to navigate from one site to the other and to understand that there are different standards but they are all maintained by a single body – the IPTC.

We still use Yahoo mailing lists respectively discussion forums, primarily for public discussion, some of them gained in user count, others maintained their level of usage.

This spring a web based forum software for IPTC internal discussion was set up on the IPTC web server, but as it appears some discussion on how to use it best to meet our requirements is needed.

A consistent high light of our external communication are our newsletters “Mirror” and the annual “Spectrum”. The Mirror is produced and circulated only electronically as PDF document ten times a year. The Spectrum is produced and circulated the same way, but beyond that also colour-printed and sent to people outside our regular readership by mail. The editor and producer of both newsletters is still Hugh Johnstone.

### **Internal Communication**

I put some effort into improving and supporting our internal communication. Telephone conferences have increased a lot since last year and we acquired our own rented facilities. We have now regular conference calls of the Working Party chairmen and the EventsML and the NewsML 2 Working Groups use this way of communication regularly. I join all these conference calls – but my understanding is not to be a highly involved developer, they should come from our membership, but to maintain a strong “cross-working group” communication as I consider this as very important to the IPTC as a whole.

I also go to meet IPTC members whenever there is a good occasion – without additional travelling – to learn about their use of IPTC standards and their basic business requirements and for using standards in their technical operation at all. These meetings provide an important background for giving presentations on the use of IPTC standards.

### **Standards support and maintenance**

A lot of effort was put into a proper technical administration of our metadata - those about 25 topic sets we currently maintain. I created a database and web based repository for them, as a result they are now all available on our web site and if translated also in different languages. The next step is now increased support on the user side, this will be done by a new “IPTC TopicSet Viewer” which is developed by Johan Lindgren as successor of the “SubjectCodeViewer” and we both work closely in terms of implemented features and the layout.

In the course of upgrading our web sites I also created a lot of new documents and ZIP-packages for our standards to provide easy download and set up at prospect implementor’s sites.

Finally I have to add: I reply to a high amount of e-mails regarding our standards and also the most frequent issue of telephone calls are questions concerning the standards.

[Note: this report was only partially read out the AGM]