

Summary Record
International Amateur Radio Union
Administrative Council Meeting
Friedrichshafen, Germany
20-21 June 2022

1. The 54th meeting of the IARU Administrative Council (AC) was held on Monday and Tuesday, 20-21 June 2022 at SEEhotel, Friedrichshafen, Germany. Members attending the meeting were IARU President Tim Ellam, VE6SH/G4HUA; Vice President Ole Garpestad, LA2RR; Secretary Joel Harrison, W5ZN; Sylvain Azarian, F4GKR, President, and Mats Espling, SM6EAN, Secretary, IARU Region 1; Ramón Santoyo, XE1KK, President, IARU Region 2; and Region 3 Chairman Ken Yamamoto, JA1CJP, and Director Yudi Hasbi, YD1PRY. Also participating was Assistant Secretary David Sumner, K1ZZ. Region 2 Director Rod Stafford, W6ROD, (substituting for Region 2 Secretary George Gorsline, VE3YV) sent regrets at being unable to attend. President Ellam called the meeting to order at 0906 local time. Owing to travel delays, Mr. Harrison joined the meeting Monday at 1321.

2. A moment of silence was observed for radio amateurs and friends who have died since the January virtual meeting.

3. The following agenda was approved:

1. Opening of Meeting by President
2. Introductions, meeting arrangements, remembrances
 - 2.1 Roll Call of Participants
 - 2.2 Meeting Arrangements
 - 2.3 Moment of Silence
3. Approval of Agenda
4. Report of officers
 - 4.1 Report of President Ellam
 - 4.2 Report of Vice President Garpestad
 - 4.3 Report of Secretary Harrison
5. Reports from the regional organizations
 - 5.1 Region 1
 - 5.2 Region 2
 - 5.3 Region 3
6. Review of written reports of International Coordinators and Advisors
 - 6.1 IARU Beacon Project Coordinator – Peter Jennings, AB6WM/VE3SUN
 - 6.2 Satellite Advisor – Hans Blondeel Timmerman, PB2T
 - 6.2.1 Satellite coordination matters
 - 6.3 Emergency Communications Special Advisor – Rod Stafford, W6ROD
 - 6.4 IARU EMC Coordinator – Martin Sach, G8KDF
 - 6.4.1 EMC global coordination assistance
7. ITU and related issues
 - 7.1 ITU Radiocommunication Sector (ITU-R)
 - 7.1.1 WRC-23
 - 7.1.1.1 IARU preparation matrix
 - 7.1.1.2 Preliminary IARU positions on Agenda Items

- 7.1.1.3 Regional updates on RTO preparations
- 7.1.1.4 Radio regulations “country footnotes”
- 7.1.2 ITU-R Study Groups and Working Parties
 - 7.1.2.1 SG3; WP3L
 - 7.1.2.2 SG4; WP4A
 - 7.1.2.3 SG4; WP4C
 - 7.1.2.4 SG5; WP5A
 - 7.1.2.5 SG5; WP5D/AI 1.2
 - 7.1.2.6 SG7; WP7C
- 7.1.3 Agenda Item 9.1(b)
- 7.1.4 Radiocommunication Advisory Group
- 7.2 Proposed agenda items for WRC-27
- 7.3 ITU Development Sector (ITU-D)
 - 7.3.1 Telecommunication Development Advisory Group (TDAG)
 - 7.3.2 ITU-D Study Group 2
 - 7.3.3 World Telecommunication Development Conference (WTDC)
- 7.4 ITU Council
- 7.5 ITU Telecom World
- 7.6 4U1ITU Status and Plans
- 8. Regulatory/spectrum defense matters not previously discussed
 - 8.1 144+ Committee
- 9. Strategic Planning
 - 9.1 Report of the Future Working Group – Ramon Santoyo, XE1KK
 - 9.2 Report of the Relationships Working Group – Sylvain Azarian, F4GKR
 - 9.3 Report of the Governance Working Group – David Sumner, K1ZZ
 - 9.4 Report of the Finance Working Group – Jay Bellows, K0QB
 - 9.5 Timeline for Implementation
- 10. Operational and administrative matters
 - 10.1 Relations with Member Societies
 - 10.1.1 Status of Sudan Amateur Radio Association application
 - 10.1.2 Applications for IARU Membership (if any)
 - 10.1.3 Member-Society and Second Society Issues
 - 10.2 Technical Representatives
 - 10.3 2023 budget and 2022 budget review
 - 10.4 Amateur Radio Administration Course
 - 10.5 ARDC Grant Proposal
 - 10.5.1 ARAC
 - 10.5.2 144+ Video
 - 10.5.3 Hamradio.org
 - 10.6 QSL Bureau Issues
 - 10.7 UN Human Security Initiative
- 11. Review of Action Items
- 12. Succession Planning Update
- 13. Any other business
- 14. Discussion of venues and dates for next AC meeting
- 15. Drafting and approval of news release covering meeting and adjournment

4. Reports of the officers

4.1. President Ellam referred to his written report covering his activities since the January meeting and thoughts on the future that will be discussed later under specific agenda items.

4.2. Vice President Garpestad's written report chronicled his work with President Ellam, Region 1, the Satellite Advisor, and especially the WRC-23 preparatory team. He noted that ITU meetings have gone from a virtual to a hybrid format, with both in-person and remote participation. This creates the possibility for participation when the cost of travel to Geneva might not be justified. Discussion of the report identified a need for additional training material for representatives of the amateur services at ITU meetings.

4.3. In his report, considered when he joined the meeting after lunch, Secretary Harrison shared his thoughts on the relationship between the IARU and ARRL, which serves as the International Secretariat. He observed that several smaller member-societies are struggling as a result of the pandemic and other difficulties.

5. Reports from the regional organizations

5.1. Mr. Azarian discussed the challenges that Region 1 is addressing in its "Shaping the Future" initiative. Region 1 will be holding hybrid committee meetings prior to the opening of the Ham Radio exhibition. With the resumption of in-person international gatherings, planning is going forward for the 2023 General Conference in Serbia.

5.2. Mr. Santoyo reported on behalf of Region 2. This year's General Assembly will be held virtually from 31 October to 4 November. With travel expenses greatly reduced for the past two years the Executive Committee declared a "dues holiday" for 2022. Emergency communications remains an important focus in the Americas.

5.3. Mr. Yamamoto reported for Region 3. Virtual Directors' meetings are being held bimonthly. Regrettably, there were no resident radio amateurs in Tonga at the time of the volcano disaster so the amateur service was unable to provide needed communications. In August the region will participate in the APG23-4 meeting preparing for WRC-23.

6. Reports of International Coordinators and Advisors

6.1. The extensive written report of Beacon Project Coordinator Peter Jennings, AB6WM/VE3SUN, was reviewed. His recommendation that the name of the project not be changed was accepted. In recognition of recent one-time expenses related to hardware upgrades, an immediate \$1,000 grant was authorized in addition to the usual annual \$1,000 amount.

6.2. The written report of Satellite Advisor Hans Blondeel Timmerman, PB2T, was reviewed and accepted, resulting in the following actions.

- The satellite frequency coordination panel has coordinated space stations that are not in earth orbit, raising the question of whether "earth" can and should be removed from the definition of the amateur-satellite service. After discussion it was agreed that the AC supports the deletion of "earth" in front of satellite in the definition of the amateur-satellite service. It was further pointed out that even the reference to satellites is redundant because it is included in the definition of "space stations." The satellite advisor will be asked to discuss this with the ITU-R Satellite Department.

- A draft letter to the European Space Agency seeking its support for a feasibility study for a geostationary satellite amateur payload was approved, and Mr. Blondeel Timmerman was thanked for his initiative. Mr. Ellam will contact the Director of the ITU Development Bureau to request her endorsement.
- After discussion the AC approved an amended draft letter to member-societies offering guidance for when they are approached to endorse an amateur-satellite mission. The AC added the following points:
 - Interested parties should contact the frequency coordination panel as early as possible through satcoord@iaru.org.
 - Pre-launch information must be kept up-to-date.
 - After launch, operational information must be made available to the public.
- The AC will ask the frequency coordination panel to develop a list of 5 to 10 examples of projects that are consistent with the mission of amateur radio.
- The AC applauded the hard work being done by the frequency coordination panel.

6.3. Reports from the Emergency Communications Special Advisor were considered under agenda item 7.3.

6.4. An extensive report from the EMC Coordinator was discussed. The AC identified a need for additional administrative support; two potential volunteers were identified and will be approached. There must be greater engagement on the vital EMC issue from outside Region 1.

The meeting was in recess for lunch from 1230 to 1321, at which point the report of the Secretary was received (see agenda item 4.3).

7. ITU and related issues

7.1. ITU Radiocommunication Sector (ITU-R)

7.1.1. Mr. Garpestad began the discussion of WRC-23 issues by asking that he be kept informed of amateurs who are attending relevant meetings on behalf of their administrations to ensure they are aware of IARU positions. There are no recent changes to the IARU preparation matrix. A paper analyzing “country footnotes” in the international Radio Regulations was reviewed, and it was agreed that the conclusions in the paper should be shared with the regional organizations to be passed on to member-societies and made public as appropriate. It was also agreed that the IARU position with regard to the footnotes for 50-54 MHz adopted or modified at WRC-19 is that WRC-23 is too soon for changes to be considered. The IARU position on WRC-23 Agenda Item (AI) 9.1 topic b) was taken up later under 7.1.3.

7.1.2. ITU-R Study Groups and Working Parties

7.1.2.1. In WP 3L the IARU is working with the European Broadcasting Union on the issue of radio noise.

7.1.2.2. The Satellite Advisor attended the meeting of WP 4A in May to re-engage with the ITU satellite department, contribute to the development of the small satellite handbook, and engage with regulators on coordination issues. Attendance at the September meeting will not be necessary.

7.1.2.3. Mr. Garpestad and Barry Lewis, G4SJH, participated in the May meeting of WP 4C to monitor its work on AI 9.1 topic b).

7.1.2.4. WP 5A is the “home” of the amateur and amateur-satellite services in ITU-R and therefore is a continuing focus of IARU activity. Mr. Garpestad reported on the ongoing work to update Recommendation ITU-R M.1732 at its May meeting. WP 5A is also primarily responsible for developing draft CPM text for AI 9.1 topic b).

7.1.2.5. IARU generally does not attend meetings of WP 5D that deal with International Mobile Telecommunications (IMT) but monitors its work through reports. Currently most activity relating to AI 1.2 is taking place in CITEL. A status report is in preparation for posting on the IARU website.

7.1.2.6. Studies for three of the six WRC-23 agenda items of direct interest to the amateur services are assigned to WP 7C. Mr. Sumner presented a written status report on behalf of himself and Bill Liles, NQ6Z. Mr. Liles attended the April/May meeting of 7C in person while Mr. Sumner participated remotely.

7.1.3. Mr. Garpestad presented the draft CPM text for WRC-23 agenda item 9.1 topic b) that was developed in WP 5A. After extensive discussion, the AC agreed to support the text. The latest status on AI 9.1b) was presented and a presentation to show some of the possible ways forward for this agenda item was authorized to be released.

7.2. A preliminary list of possible WRC-27 agenda items was presented. The officers will review and offer proposed IARU positions as appropriate.

7.3. ITU Development Sector (ITU-D). Written reports were received from Emergency Communications Special Advisor Rod Stafford, W6ROD, covering the Telecommunication Development Advisory Group (TDAG), ITU-D Study Group 2, and the World Telecommunication Development Conference (WTDC). The WTDC was held in Kigali, Rwanda just prior to the AC meeting; to conserve funds, IARU did not attend. Development Bureau Director Doreen Bogdan-Martin, KD2JTX, is a candidate for ITU Secretary-General in the election to be held at the Plenipotentiary Conference in Bucharest, Romania that begins in late October. Mr. Ellam plans to attend the Plenipotentiary Conference.

7.4. Mr. Ellam noted that the IARU has not asked for permission to attend ITU Council meetings in recent years. Former ITU-R Bureau Director Bob Jones, VE7RWJ, monitors Council activities on our behalf.

7.5. ITU Telecom World will not be held in 2022.

7.6. 4U1ITU, the club station of the International Amateur Radio Club, will be leaving the air later this year for several years as the building in which it is located is to be torn down and replaced.

8. The letter to member-societies that was prepared by the 144+ MHz Committee and approved by the AC last year was distributed by the regional organizations as previously agreed. One member-society requested additional information that has been supplied.

9. Discussion of strategic planning was postponed until the next day (see below, after item 10.6).

10. Operational and administrative matters

10.1. Relations with member-societies

10.1.1. Mr. Harrison reported that voting on the admission of the Sudan Amateur Radio Union is proceeding smoothly. The deadline for receipt of vote sheets is 18 July.

10.1.2. No other applications for membership have been received. One is understood to be in preparation.

10.1.3. No new issues concerning member-societies and second societies have been identified.

10.2. The most recent addition to the team of IARU Technical Representatives was Bill Liles, NQ6Z, who is active on our behalf in ITU-R WP 7C.

10.3. Mr. Harrison reported that IARU expenses are under budget so far in 2022 and he expects they will not exceed budget for the remainder of the year. It is too early to consider adjustments to the 2023 budget. Mr. Garpestad observed that funding will be needed for trainees for the WRC process; Mr. Harrison mentioned a potential source.

The meeting was adjourned for the evening at 1655, resuming on 21 June at 0858.

10.4. The status of the revision of the Amateur Radio Administration Course (ARAC) was reviewed. A small group consisting of Mr. Santoyo, Mr. Yamamoto, and Mr. Blondeel Timmerman has continued to discuss, but little progress has been made as the project is lacking a project manager. The AC returned to the subject later under agenda item 9.1.

10.5. Three grant proposals to ARDC as shown on the agenda are being developed and are expected to be completed shortly with assistance from ARDC staff. The AC accepted a proposal from Region 1 on how to develop the structure and content of the “hamradio.org” website; funding for professional support is required.

10.6. Problems with some international shipments between QSL bureaus were discussed. Despite the QSL cards having no commercial value, customs fees sometimes are imposed. Packages may be returned to senders if recipients do not claim them. Restrictions related to the pandemic have limited the distribution of cards. Costs are rising rapidly, endangering the viability of QSL bureau services. IARU will continue to gather information on these issues.

9. Strategic planning

9.1. As its coordinator, Mr. Santoyo presented the report of the Future Working Group (WG) which constitutes the steering committee of the strategic planning working groups. The report contains two recommendations:

- Find and appoint a global communications coordinator, with professional experience in the field, to develop a clear and consistent communications strategy to be implemented by the AC and the regions.
- Identify an ARAC coordinator (see also item 10.4) for a global effort to update the contents of the syllabus with the help of regional and national experts and then

promote the ARAC together with the regions. The contents also may be used on the hamradio.org website.

Mr. Ellam asked that the ARAC group define what is needed for an ARAC coordinator and bring this back to the AC within 30 days so the requirement can be included in a grant proposal for this year's ARDC funding cycle.

9.2. Mr. Azarian presented the report of the Relationships WG. The report includes recommendations for IARU entities at all levels with the aim of improving relationships and communication within and outside the amateur radio community as well as the performance of member-societies and the IARU as a whole.

9.3. The Governance WG coordinator, Mr. Sumner, presented its report. The WG has completed a restatement of the existing obligations of IARU member-societies as contained in the Constitution and Bylaws and is ready to consider the best organizational structure for the IARU for its current and future roles.

9.4. It was not yet timely for the Financial WG to report on its work. Mr. Ellam noted that a major challenge to be faced is that the bulk of financial support for the IARU at the global level comes from a single member-society and that the source of financing has implications for governance.

9.5. After discussing the WG reports the AC concluded that to improve the efficiency and timeliness of IARU decisions and actions, there should be a single, global IARU organization. It was further agreed that the WGs must complete their work by 1 June 2023, in time for presentation of the design for change to the Region 1 Conference in 2023. The regional representatives were asked to identify potential members of the Legal WG, which should begin work by the end of September. A virtual meeting of the AC in the fall will be an important milestone for decisions to guide the remainder of the work.

10.7. Mr. Sumner presented an information paper describing a United Nations initiative called Human Security for All (HS4A). IARU has been invited to conduct supporting activities. The AC authorized Mr. Sumner to proceed along the lines described in the paper.

11. Mr. Harrison reviewed a chart of action items from the January AC meeting. Action on most items has been completed. The status of all other items was reviewed in the course of this meeting. The AC confirmed that consistent with the recommendation of the officers, the IARU will not seek changes to Article 25 of the international Radio Regulations for the foreseeable future.

12. The terms of the President and Vice President expire in May 2024. The ARRL as International Secretariat (IS) must initiate discussions about potential candidates with the AC no later than May 2023 and preferably up to six months earlier.

13. Other business

13.1. Mr. Garpestad said he would try to keep news of WRC-23 activities up to date on the IARU website and to remind member-societies of its availability.

13.2. Mr. Espling observed that Region 1 has successfully implemented cloud storage of its documents and asked if the AC was interested in doing the same. He and Mr. Harrison will discuss before the next meeting.

13.3. Mr. Ellam presented the IARU Diamond Award to Mr. Yamamoto in recognition of his long and distinguished service. The AC gave Mr. Yamamoto a standing ovation and applause.

14. The next virtual meeting of the AC was scheduled for 1200 UTC on 3 October 2022. The next in-person meeting is likely to coincide with the 2023 Region 1 Conference but may have to be adjusted.

15. It was agreed that the officers will draft a news release summarizing the results of the meeting for circulation to the AC for review prior to release. There being no further business the meeting was adjourned at 1435 local time.

Joel Harrison, W5ZN
Secretary