

**SUMMARY RECORD, ADMINISTRATIVE COUNCIL
INTERNATIONAL AMATEUR RADIO UNION
Meeting in Lima, Peru
28-29 September 2019**

1. The 45th meeting of the Administrative Council (AC) of the International Amateur Radio Union was called to order at 0900 local time Saturday, 28 September 2019, at the Estelar Hotel Miraflores, Lima, Peru by IARU President Tim Ellam, VE6SH/G4HUA. Also present were the following members: Ole Garpestad, LA2RR, Vice President; David Sumner, K1ZZ, Secretary; Don Beattie, G3BJ, President, and Hans Blondeel Timmerman, PB2T, Secretary, IARU Region 1; Reinaldo Leandro, YV5AM, President and Ramón Santoyo, XE1KK, Vice President, IARU Region 2; and Wisnu Widjaja, YB0AZ, Chairman, and Ken Yamamoto, JA1CJP, Director, IARU Region 3. Region 2 Area A Director George Gorsline, VE3YV, was also present as an observer. Mr. Ellam welcomed Mr. Widjaja to his first meeting as member of the AC and Mr. Gorsline to his first meeting.

2. A moment of silence was observed for radio amateurs and friends who have died since the previous meeting of the Administrative Council, including Les W. Barclay, G3HTF, Krešimir Kovarik, 9A5K, Hanspeter Kuhlen, DK1YQ, Mirko S. Mandrino, YT7MM, IARU President Emeritus Larry E. Price, W4RA, Sangat Singh, 9M2SS, and Samuel R. Watkins, EL2P.

3. The following agenda was agreed. Mr. Ellam asked that Agenda Item 10.13 be taken up toward the end of the first day, with discussion to be continued the following morning.

1. Opening of meeting by the 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. Reports of the officers
 - 4.1. Report of the President – Mr. Ellam
 - 4.2. Report of the Vice President – Mr. Garpestad
 - 4.3. Report of the Secretary – Mr. Sumner
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 – Mr. Jennings
 - 6.2. Satellite Advisor – Mr. Blondeel Timmerman
 - 6.3. Emergency Communications Special Advisor – Mr. Stafford
 - 6.4. IARU EMC Coordinator - Mr. Worren
 - 6.5. Reappointment or Appointment of Coordinators and Advisors
7. ITU and related issues
 - 7.1. ITU Radiocommunication Sector (ITU-R)
 - 7.1.1. WRC-19
 - 7.1.1.1. Conference Preparatory Meeting (CPM19-2)

- 7.1.1.2. Status of RTO preparations
 - 7.1.1.3. Status of proposals on relevant WRC-19 Agenda Items
 - 7.1.1.4. Final review of IARU positions on Agenda Items
 - 7.1.1.5. IARU team for WRC-19
 - 7.1.2. ITU-R Study Groups and Working Parties
 - 7.1.2.1. SG5 and its WPs
 - 7.1.2.2. SG1 and its WPs
 - 7.1.2.3. Other SGs and WPs
 - 7.1.3. Radiocommunication Advisory Group
 - 7.2. ITU Development Sector (ITU-D)
 - 7.2.1. Cooperation on training courses and workshops
 - 7.2.2. ITU-D Study Group 2
 - 7.2.3. Telecommunication Development Advisory Group (TDAG)
 - 7.3. ITU Council
 - 7.4. ITU publications and other media
 - 7.5. ITU Telecom World
- 8. Regulatory/spectrum defense matters not previously discussed
 - 8.1. Plan to increase participation and funding of non-ITU EMC work
 - 8.2. Review of spectrum requirements document
 - 8.3. Other spectrum defense matters
- 9. Strategic planning
 - 9.1. Plan for Development and Support of Amateur Radio Frequency Allocations for 2019-2023
 - 9.2. Consideration of Action Plan for remainder of 2019 and 2020
 - 9.3. Update of internal document on use of bands above 30 MHz
 - 9.4. Succession planning update
- 10. Operational and administrative matters
 - 10.1. Relations with member-societies
 - 10.1.1. Applications for IARU Membership (if any)
 - 10.1.2. Member-Society and Second Society Issues
 - 10.2. International Secretariat support
 - 10.3. Expert Consultants and Technical Representatives
 - 10.4. 2020-2022 budget and review of 2018 and 2019 budgets
 - 10.5. Amateur Radio Administration Course
 - 10.6. Michael J. Owen, VK3KI Memorial Award
 - 10.7. IARU Diamond Awards
 - 10.8. Issues That May Arise from Region 2 Conference
 - 10.9. Standardization/Branding of IARU materials and new websites
 - 10.10. IARU HF World Championship Rules
 - 10.11. World Amateur Radio Day
 - 10.12. In-person YOTA activities
 - 10.13. The IARU role in advancing Amateur Radio
 - 10.14. Other operational and administrative matters
- 11. Review of Resolutions and Policies
- 12. Any other business
- 13. Determination of venues and dates of next meetings of Council

- 13.1 Skype meeting in early 2020
- 13.2 Annual in-person meeting
- 14. Drafting and approval of news release covering meeting and adjournment

4. Reports of the officers

4.1. Mr. Ellam referred to his written report which focused on ITU relations, WRC-19, and succession planning along with other subjects. He raised the topic of the role of the IARU in advancing amateur radio, to be discussed in depth later in the meeting.

4.2. Supplementing his written report Mr. Garpestad observed that he has been very busy with WRC-19 preparations but that working with the other volunteers is motivating. He spoke favorably about the satellite coordination process and said he was grateful for the support he had received for an additional term.

4.3. Mr. Sumner reported on his work as Secretary since the Seoul meeting.

5. Reports of the Regions

5.1. Mr. Beattie referred to the written report from Region 1 that documented its extensive work with the four regional telecommunications organizations for which it is responsible as well as with CISPR, CENELEC, and the ITU. The Region 1 youth program continues to grow in popularity. Unfortunately, some member-societies are inactive and are no longer communicating. The next Region 1 Conference will be held in Serbia, 10-16 October 2020. The 20th World ARDF Championship also will be held in Serbia, 30 August-5 September 2020. Mr. Beattie commented favorably on the global band planning effort that is now underway.

5.2. Mr. Leandro commented that translating documents for the Region 2 Conference had required much work by the Region 2 Secretary. The region does not yet have a workable plan for youth outreach. A joint IARU/ITU Winlink emergency communications project is in operation in several countries in Central America, with more to follow there and in the Caribbean.

Mr. Santoyo noted that the Region 2 Conference will be shorter than in the past, only three days, and will be followed by a full-day Emergency Communications Workshop. For the past three years the Executive Committee has been able to function entirely in one language, English, which has facilitated its work. The addition to the meeting notes of a formal Action Items List tracking outstanding items, due dates, and naming responsibility for their completion also has been helpful. The Region 2 EC meets quarterly, with one in-person meeting and three virtual meetings.

5.3. Mr. Widjaja said he was glad to participate in the meeting for Region 3 along with Mr. Yamamoto. The Region 3 Directors have held quarterly teleconferences in addition to an in-person meeting in Tokyo in conjunction with JARL Ham Fair. He also noted the problem of inactive member-societies that do not pay dues and are not heard from and hopes that social media and the new website will improve communication. Region 3 plans a Youth on the Air activity in Thailand next October around the time of a Directors meeting there, tentatively 1-3 October, and hopes Regions 1 and 2 can participate. There has been good cooperation with APT during WRC preparation; Region 3 is seeking an extension of its MOU with APT.

6. Reports of International Coordinators and Advisors

6.1. The written report of Beacon Project Coordinator Peter Jennings, AB6WM/VE3SUN, was received with thanks. The annual \$1,000 IARU contribution to the Project for the coming year was approved at the 2018 meeting.

6.2. Mr. Blondeel Timmerman presented his report as Satellite Advisor. He does not wish to continue in this role indefinitely and is seeking potential successors. The EsHailSat-2 (QO-100) geostationary satellite is very successful and has increased activity in the 2.4 GHz and 10 GHz bands. Mr. Garpestad expressed support for the work of the Satellite Advisor, who faces increasing difficulty dealing with the proponents of non-amateur satellites who want to operate in the amateur-satellite allocations.

6.3. The written report of Emergency Communications Special Advisor Rod Stafford, W6ROD, detailed his participation in Study Group 2 of the ITU Development Sector (ITU-D). AC members expressed great appreciation for Mr. Stafford's work, which has raised the visibility of amateur radio's emergency communications capabilities in the ITU community.

6.4. There was no report from the EMC Coordinator. The subject was covered later in the meeting under agenda item 8.1.

6.5. Mr. Jennings and Mr. Stafford had expressed willingness to continue serving and were reappointed for three-year terms. Mr. Blondeel Timmerman is willing to continue for now and was reappointed until a qualified and willing successor is identified. Tore Worren, LA9QL, wishes to step down as EMC Coordinator for health reasons; a search is underway for a qualified successor.

7. ITU and related issues

7.1. ITU Radiocommunication Sector (ITU-R)

7.1.1. WRC-19. Mr. Garpestad referred to the several written reports through which the AC has been kept informed about conference preparations during the past year.

7.1.1.1. A written report on the Conference Preparatory Meeting was reviewed.

7.1.1.2. The status of WRC preparations by the regional telecommunications organizations (RTOs) was included in the reports of the Regions (agenda item 5).

7.1.1.3. While only a few WRC-19 proposals have been published so far by the ITU, in early September an Inter-regional Workshop on WRC-19 preparation was held in Geneva at which all RTOs (APT, ATU, ASMG, CEPT, CITEL and RCC) presented their preliminary views on most WRC-19 agenda items. The AC reviewed a document covering the agenda items relevant to the amateur services.

7.1.1.4. There were no changes to the previously-adopted IARU positions on agenda items.

7.1.1.5. Plans for WRC-19 attendance by IARU representatives, including participation on national delegations, were reviewed. Vice President Garpestad is the head of the IARU team.

7.1.2. ITU-R Study Groups and Working Parties

7.1.2.1. Mr. Garpestad noted that reports on meetings of Study Group 5 and its Working Parties are circulated right after the meetings and offered to recirculate any reports as necessary.

7.1.2.2. Similarly, reports are circulated right after meetings of Study Group 1 and its WPs. Mr. Sumner expressed appreciation for the work of Flavio Archangelo, PY2ZX, in WP 1A whose chairman is from Brazil.

7.1.2.3. Because it was responsible for short-duration satellites, an issue of concern to the IARU, Mr. Blondeel Timmerman monitored the first meetings of WP 7B during the current study cycle. Increased engagement with WPs 3L and 4C probably will be needed in the new study cycle.

7.1.3. Mr. Sumner reported on his attendance at the 2019 meeting of the Radiocommunication Advisory Group (RAG). Offline discussions with the Directors of ITU-R and ITU-D were particularly useful. RAG attendance every year probably is not required.

7.2. ITU Development Sector (ITU-D)

7.2.1. Mr. Sumner noted that ITU-D Director Doreen Bogdan-Martin has encouraged IARU to support the Caribbean Telecommunications Union (CTU) in conducting a training workshop. Region 2 is following up.

7.2.2. This topic was covered under agenda item 6.3.

7.2.3. There was no report on the Telecommunication Development Advisory Group (TDAG). Mr. Stafford had planned to attend but was unable to do so.

7.3. A report on the ITU Council meeting in June was reviewed. An additional 2019 meeting of Council was held on 27 September to review revised plans for the ITU Headquarters Premises Project.

7.4. Mr. Sumner reported on recent opportunities to promote amateur radio in ITU publications.

7.5. The next ITU Telecom World exposition will be held in Hanoi in early September 2020. IARU has not participated in recent Telecom World events because of cost.

8. Regulatory/spectrum defense matters not previously discussed

8.1. Mr. Beattie introduced a paper on behalf of Region 1 setting out the case for an increased commitment of IARU resources to address EMC issues earlier in the standards-setting process, particularly in CISPR, ETSI and CENELEC in addition to the ongoing work in ITU-R Study Groups. Region 1 will continue to fund participation in ETSI and CENELEC but needs more support in CISPR from the International Secretariat and the other regions. Mr. Sumner advised that the budget request to the ARRL for 2020 included the additional expenses identified in the Region 1 paper and observed that an even larger problem is finding qualified people to staff the initiative.

8.2. Mr. Sumner noted that a “clean” version of the spectrum requirements document approved in Seoul was provided for this meeting. In Seoul it was agreed that in future the version of the document that is available on the IARU website will be limited to the justifications for the existing allocations, with an appropriate change in the title. This has not yet been implemented but will be done when the new website is brought on line.

Consideration of agenda item 9, strategic planning, was deferred until the following day.

10. Operational and administrative matters

10.1. Relations with member-societies

10.1.1. Region 1 reported that an application for membership on behalf of Kyrgyzstan is expected soon.

10.1.2. Region 1 introduced a paper on the subject of “second societies” in countries that are already represented in the IARU. The subject will be discussed under agenda item 10.13.

10.2. The discussion of International Secretariat support was deferred until the following day.

10.3. The current process for identifying volunteers to serve as IARU Technical Representatives and Expert Consultants was reviewed. The AC agreed that the system has certain shortcomings and is in need of revision. A new approach will be taken to develop a comprehensive database of individuals with the skills and willingness to represent the amateur services in various forums, including but not limited to the ITU and RTOs, on behalf of IARU both globally and regionally. Mr. Ellam asked the regions to provide lists of candidates in the next 30 days. The new list will replace the current list of Technical Representatives and Expert Consultants and will be for internal use.

10.4. Mr. Sumner introduced the draft budget for the years 2020-2022. The budget provides for the additional participation in ITU-R Working Parties mentioned at agenda item 7.1.2.3. The budget was accepted with the correction of one typographical error, subject to further consideration following the discussion of agenda items 9 and 10.

10.5. The material used in IARU Amateur Radio Administration Courses has not been reviewed in several years and is in need of updating. Mr. Santoyo offered to provide the material that was used in two recent ARACs in Mexico City. During the discussion it was observed that regulators now tend to be economists and attorneys rather than engineers and that a different approach to training is called for than has been used in the past. Region 2 wants to conduct ARACs for the Caribbean, South America, and Central America areas. Region 1 noted that in addition to offering training for regulators, the IARU should offer training to member-societies in how to be effective advocates to their national spectrum managers.

10.6. Mr. Sumner reported that no nominations for the Michael J. Owen, VK3KI, Memorial Award had been received by the deadline. If the AC subsequently decides to grant the award it will be announced later.

10.7. A change in criteria for the second level of IARU Diamond Award was agreed, to make the award available to volunteers with a long record of consistent service. However, there was no consensus as to the possible renaming of this award level. It was agreed to return to this later. Two top-level awards were approved, to be announced later.

10.8. No issues potentially arising at the Region 2 Conference were identified.

10.9. Mr. Beattie reported good progress on promulgating a global brand for the IARU. It is hoped that the new, consistent websites for the global IARU and the three regional organizations will be ready to be brought on line by the end of the year. The AC approved a Brand Guide, subject to further refinement of notes describing amateur radio for editors.

10.10. Based on a suggestion from Fred Matos, W3ICM, the AC agreed to change the objective of the IARU HF World Championship to read as follows: "To support amateur self-training in radiocommunications including improving amateur operating skills, conducting technical investigations, and intercommunicating with other amateurs around the world, especially IARU member-society headquarters stations, using the 160, 80, 40, 20, 15, and 10 meter bands." It was agreed to indicate to the ARRL, as the administrator of the competition, that the AC would favor a relaxation of the multi-operator single transmitter rules to bring them more into line with prevailing practices.

10.11. It was agreed to use the standard theme "Celebrating Amateur Radio's Contribution to Society" for World Amateur Radio Day, 18 April 2020. AC members will begin to consider how to recognize the Centennial of the founding of the IARU in 2025.

10.12. Mr. Beattie reported on an incident at the recent YOTA camp in Bulgaria that has led Region 1 to tighten its rules for YOTA events including a ban on alcohol. Mr. Garpestad commented that because non-youth ARDF championships mainly involve adults, such a ban for those events would represent a challenge in order to ensure alcohol does not come into the hands of minors at the events.

11. Mr. Sumner reported that his review of Administrative Council resolutions did not identify any that required revision. He reminded regional representatives that under Policy #1 it is their responsibility to promote Administrative Council resolutions within their regional organizations and seek their adoption by the regions. Mr. Jennings will be asked to propose modifications to the IBP International Coordinator terms of reference. It was agreed that the terms of reference for the International Coordinator for Emergency Communications can be deleted, as the needed function being performed by Mr. Stafford as Emergency Communications Special Advisor does not involve coordination. The regional coordinators are coordinating among themselves.

10.13. At this point Mr. Ellam brought up agenda item 10.13, "The IARU role in advancing amateur radio." He observed that the IARU and amateur radio are reaching an inflection point. Amateur radio is changing, but the IARU and its member-societies are not changing

enough. For the remainder of the afternoon all meeting attendees participated in a wide-ranging discussion of the challenges that must be overcome if the IARU and amateur radio itself are to remain relevant.

The AC adjourned for the evening at 1810 and resumed the discussion at 0900 the following day.

After several hours of discussion the AC agreed on the following four top-level headings to identify the challenges that must be faced:

What is amateur radio?

IARU and member-society roles

Recruitment – into amateur radio and IARU

Finance

The AC also agreed that it is essential to involve younger people from outside the AC in determining how to address these challenges. The regions were asked to identify people able to take ownership of these topics.

A small working group consisting of Messrs. Santoyo, Gorsline, and Beattie will use the material already developed as a starting point, with the objective of having by 15 December a “clean” version suitable for use as a basis for further discussion.

The AC then turned to the remaining items on the agenda: items 9, 10.1.2, 10.2, and 12 through 14.

9. Strategic planning

9.1. Mr. Sumner observed that it was not possible to update the Plan for Development and Support of Amateur Radio Frequency Allocations for the next four-year cycle until after WRC-19.

9.2. A draft Action Plan for the year 2020 was reviewed and revised. The Action Plan is based on assumptions about WRC-19 outcomes and will have to be reconsidered post-conference.

9.3. Mr. Garpestad provided background on the internal document on use of the bands above 30 MHz and requested further updates from the regions.

9.4. Mr. Ellam noted that the important topic of succession planning had been subsumed under related agenda items.

10.1.2. Returning to the Region 1 paper on “second societies” the AC discussed past efforts, both successful and unsuccessful, to build bridges between competing societies. Problems currently exist in all three regions although they vary greatly in severity. In some cases the second society is interested mainly in specific operating activities and does not compete with the member-society in representing amateur radio to its government or

internationally. On the other hand, there are reasonable expectations of member-societies that are not always met; Region 1 has identified 10 such areas. Addressing the issue through changes in the IARU Constitution would require that member-societies vote against what they may perceive as their best interests.

The AC concluded that the Region 1 paper and the 10 points identified by Region 1 along with a summary of this discussion will be referred to the working group on the future of the IARU, established at agenda item 10.13, for further consideration and development.

10.2. Because of a reduction in the ARRL professional staff devoted to advocacy there has been an increase in the burden being borne by IARU volunteers. At the 2018 AC meeting Mr. Ellam was asked to raise the issue with the incoming ARRL Chief Executive Officer. To this point the AC has not seen sufficient progress toward addressing its concerns. Mr. Ellam will raise the issue again in connection with the January 2020 meeting of the ARRL Board of Directors, which he plans to attend.

12. Any other business

Mr. Widjaja reminded the AC that an earlier agreement on the sharing of website costs had not been fully documented. It was agreed that the development costs of website design, amounting to 6,000 Euros, is shared equally by the four entities.

13. Determination of venues and dates of next meetings of Council

13.1. It was agreed to hold meetings by teleconference in mid-December and late January 2020. Mr. Santoyo offered the use of the Region 2 Zoom account as an alternative to Skype. Mr. Garpestad requested that whatever platform is chosen, a short test session should be scheduled prior to the actual meeting.

13.2 The next in-person meeting will be held in Novi Sad, Serbia, in October 2020 immediately prior to the Region 1 Conference.

14. It was agreed that the officers will circulate a draft news release for approval as soon as possible after adjournment. The meeting concluded at 1328 local time.

David Sumner, K1ZZ
Secretary