

Fibreoptic Industry Association

Annual General Meeting

Wednesday, 2nd December, 1998

Saracens Head Hotel, Towcester, Northants NN12 7BX

Attendees:	Mike Phillips	Fibre Optic Solutions
	Mike Gilmore	The Cabling Partnership
	Andrew Watson	3M Telecom Systems
	Peter Thompsett	Ensign Communications Ltd.
	A. Harrison	Lambda Photometrics Ltd.
	Richard Wenner	Lightdata Fibreoptic Communications Ltd
	Paul Bateson	Optical Test and Calibration Ltd.
	Ian Rowe	Electra-Net (UK) Ltd.

8 voting members identified

M. MacFarlane	FIA Accounts
Gary Kibblewhite	FIA Chief Executive

Jane Morrison	FIA Secretariat
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Apologies:	Marcus Brain	Conformance Standards Ltd.
	Ian Watkinson	Data Link Installations
	Martyn Cook	Cable Television & Telephony Svcs.
	Alan Beales	Integrated Fibre Services Ltd.
	Robert Coleman	Optical Services & Sales Ltd.
	Nigel Rowe	Line Management Ltd.
	Bob Musk	Hewlett Packard Ltd.
	Laurent Amestoy	MOD TAP Ltd.
	John Craig	BASEC
	Andrew Richards	Electra-Net (UK) Ltd.
	Rick Brown	UNISYS Ltd.
	Helen Long	FIA Secretariat

Mr. Kibblewhite opened the meeting and welcomed those attending.

1. To approve the Minutes of the Annual General Meeting held on 28th November, 1997.

The minutes of the previous Annual General Meeting held on 28th November, 1997, had previously been circulated to members.

It was proposed by Mr. Watson, seconded by Mr. Wenner and unanimously agreed that the minutes were approved.

2. To receive the Chairman's Report, Treasurer's Report, Chief Executive's Report and reports thereon of the Council and the Accounts of the Company for the year ended 31st August, 1998, together with the report from the Auditors

Chairman's Report:

Mr. Phillips had circulated his Chairman's report to those attending – see attached.

He explained that his report primarily was to name and shame and in this instance to thank certain individuals who had helped the FIA achieve certain items that had been put in place in the previous 12 months.

The Council members were listed with the Industry sections they were charged with and Mr. Phillips thanked them for their time and efforts throughout the year.

The accounts of the FIA were kept in good order by Mr. Gilmore and Margaret MacFarlane, who looked after the general day to day finances of the association as well as preparing excellent monthly management accounts.

Mr. Gilmore, being a co-opted Council member, was also thanked for his work relating to Standards, Audit and Arbitration Schemes and more recently his work on the Application Support Guide as well as being the FIA's first line of Technical advice.

Mr. Atterbury, who had given up the administration services on 1st January still provided a good value service covering the PR of the FIA and the bi-monthly Newsletter.

He went on to thank the services of Fleming Gibbons Ltd., who had completed a successful transition of the administration services and who gave an efficient service for the FIA business affairs.

Lastly he thanked Mr. Kibblewhite who provided a continuing excellent managerial position within the FIA.

Mr. Phillips now looked to the future of the FIA as they went into their ninth year and reported that the FIA Council was aiming to give even greater value of services to their members in the coming years.

Treasurer's Report & Year end Accounts:

The Treasurer's Report and draft accounts had been circulated to the meeting attendees – see attached, and Mr. Phillips confirmed that these were a correct view of the finances and that the Council had approved the accounts at their meeting earlier that day.

A small loss had been made this year which balanced the small profit made last year.

The membership figures were stable and costs were down. Overall the accounts reflected a well managed Association.

Chief Executive's Report:

Mr. Kibblewhite's report was circulated – see attached.

The membership figure had increased by 2 overall during the year and was held at 186, this represented a churn of 10% - it was hoped to reduce this churn figure in future years.

Membership fees had not been increased for two years although it may be necessary for a rise next year.

Many services undertaken by the FIA had been completed via sponsorship and this had held costs to a minimum.

The Approved Installer Scheme had been completed and was ready for full launch.

The ELCIS scheme had undergone a metamorphosis but the FIA were now working with the TVSC to pull the scheme back on track.

Mr. Gilmore had given a huge effort in the new Audit and Arbitration Schemes.

The Secretariat was now in place and working very well.

The Strategic Development, mentioned by Mr. Phillips was now a current item on the FIA agenda with the first meeting with a PR company taking place the following week. Again this had been made possible by sponsorship.

The Web site under the expertise of Mr. Wenner continued to flourish and the FIA had recently produced a diskette for promotion use which guides would be web site users around the FIA site.

The Cable Selection Guide was due to be completed in the New Year with the support of Mr. Strange.

A Conference was planned for the first quarter of 1999 under the control of Mr. Watson.

The Golf Days continued to be well supported by members.

Mr. Kibblewhite finished by mentioning the FIA publications, Members' Guide and the FIA Guide to Training, all newly printed in the last months and circulated to the members.

Mr. Phillips asked if there were any questions appertaining to the reports given and circulated.

There were no questions, and Mr. Gilmore proposed and Mr. Harrison seconded that the above reports were received and approved. This was carried unanimously.

3. To consider the re-appointment of Deloitte & Touche of East Parade, Leeds as Auditors of the Company until the conclusion of the next general meeting of the Company at which accounts are laid before the members and to authorise the Council to determine their remuneration.

The re-appointment of the Auditors as above was proposed by Mr. Bateson, seconded by Mr. Thompsett and unanimously agreed.

4. To consider elections to Council from the Nominations received

The 2 places vacant as per the Annual General Meeting calling notice had since been increased to 3, due to the resignation of Mr. Rick Brown.

4 nominations had been received – none of whom had advised that they were not willing to stand as Council members:

Laurent Amestoy	MOD TAP Ltd
Steve Puckering	WG & R Communications Ltd.
Andrew Richards	Electra-Net (UK) Ltd.
Steve Strange	Anixter (UK) Ltd.

Voting papers were circulated to those present – each voting member being able to vote for any three of the above 4 nominations.

The result of the votes was as follows:

Laurent Amestoy	7 votes
Steve Puckering	2 votes
Andrew Richards	7 votes
Steve Strange	8 votes

It was therefore proposed by Mr. Wenner, seconded by Mr. Rowe that Messrs. Amestoy, Richards and Strange were elected to the FIA Council. This was unanimously agreed.

To confirm the FIA Council members are now:

Messrs. Phillips, Watson, Bateson, Snook, Thompsett, Amestoy, Richards and Strange – 8 members in total. Mr. Gilmore being a co-opted member for 1999.

5. To transact any other business

There being no other business to conduct the meeting closed at 2.50 p.m.

AGMDEC98

3/12/98

approved GK – 3/12/98

approved MP – 18/12/98

Issued By:

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