

Fibreoptic Industry Association

Annual General Meeting

Thursday 12th December 2002 at 11.30 a.m.

The Restaurant, Saracens Head Hotel, 219 Watling Street, Towcester NN12 7BX

Attendees:	Mike Phillips	Fibre Optic Solutions Ltd.
	Mike Gilmore	The Cabling Partnership
	Stuart Smith	Cabling Science Ltd.
	Steve Strange	Anixter International Ltd.
	Peter Thompsett	Ensign Communications Ltd.
	Paul Bateson	Optical Test and Calibration Ltd.
	Alan Ogden	Independent Communication Solutions Ltd.
	Alan Bullen	Lynx Data Cabling plc
	John Colton	Lucid Optical Services Ltd.
	Tim Oldershaw	J. Brand Ltd.

Voting members identified: - 10

Two proxy votes: *Nigel Rowe of Line Management Ltd. vote to Mike Gilmore
Paul Talbut of Hardware Planning Services Ltd. vote to Mike Phillips
or Mike Gilmore*

Jane Morrison **FIA Secretariat**

Observer: **Andrew Watson**

Apologies:	Philip Cottrell	GCL Ltd.
	Paul Talbut	Hardware Planning Services Ltd.
	Brian Tuff	Britelec Network Services Ltd.
	Dave Carswell	Black Box Network Services (North West) Ltd.
	John Cupitt	Dwellight Ltd.
	Adrian Buckingham	Integrated Business Solutions Ltd.

Mr. Phillips opened the meeting and welcomed those attending.

1. To approve the minutes of the Annual General Meeting held on 5th December 2001.

The minutes of the previous Annual General Meeting held on 5th December 2001, had previously been circulated to members.

It was proposed by Mr. Phillips, seconded by Mr. Strange and unanimously agreed that the minutes be approved.

2. To receive the Chairman's Report, Treasurer's Report and the Accounts of the Company for the year ended 31st August 2002, together with the report from the Auditors.

Chairman's Report: Mr. Phillips circulated his report – see attached.

Pages 3 & 4 of the report list the FIA Council and contributors during the year. Details of the Council activities are also listed.

On behalf of the FIA members Mr. Phillips thanked Council and contributors for all their efforts during the past year. He added that Council was not rewarded financially but did receive a personal satisfaction in that they worked for the industry as a whole. Council meets approximately six times a year and had supported Mr. Phillips in his role of Chairman.

As in a not-for-profit company he was pleased that the FIA had this year made just a small profit. Given that the market had not changed greatly in the year he was pleased that the FIA reserves remained at a healthy level and that membership continued to slowly rise.

Mr. Phillips drew the meetings attention to the Approved Installer scheme which although is seen as a great benefit to those accredited it is not highly successful in terms of numbers of approvals. The scheme has been promoted to Consultants and it is hoped numbers applying will increase in the future.

FIA PR has been very strong and Council will be planning the PR for 2003 at the next Council meeting.

Successful seminars have been organised and two joint ventures with the ECA were well attended.

Mike Gilmore has been extremely prolific in creating FIA technical documents that benefit all members. He has also been very active in the Standards arena giving the FIA almost unique up-to-date information and access to developments in this sector.

Mr. Phillips concluded that the FIA Council remains confident in the value provided to members and despite predictions a year ago our membership numbers have not decreased.

Treasurer's Report & Y/end accounts to 31/8/02: Mr. Gilmore circulated his report together with the audited accounts – see attached.

Mr. Gilmore reported that substantial profits had been made in the last two years and that Council decided that this year profit should be minimal and more money spent on special projects such as the data projector and new exhibition stands for the company that were purchased last year. New leaflets advertising the benefits of membership were also produced during the year.

Much work has been done on the technical publications and he has continued his representation on UK, European and international standards committees. In terms of costs approximately £21K in travel and accommodation has been spent in this area.

The surplus this year of £944 is in line with Council expectations and the reserve figure of £32K means that we can afford further special projects next year.

There were no questions appertaining to the Chairman's report, Treasurer's report or the y/end accounts.

Mr. Thompsett proposed, Mr. Bullen seconded that the above reports were received and approved, this was carried unanimously.

3. To consider the re-appointment of Deloitte & Touche of City Square, 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.

Mr. Gilmore reported that although the FIA was not required to have a full audit, due to the turnover, Council was happy to continue with the services of Deloitte & Touche.

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

4. To consider elections to Council from the Nominations received.

Mr. Phillips reported that in line with the rotation rules of the Memorandum & Articles of Association, Mr. Thompsett and Mr. Bateson have both stood down from Council. They are both willing and eligible to be re-elected. Nomination forms have been received for both.

Three other vacancies apply. Paul Taylor resigned from Council in January 2002. Messrs. Watson and Smith have both resigned early in December.

Three nominations have been received: Mr. Dave Carswell of Black Box Network Services (North West) Ltd. membership no. 231 (nominated by D. Bacon of Dwellight Ltd.), Mr. Adrian Buckingham of Integrated Business Solutions Ltd. membership no. 451 (nominated by Mike Perciful of Cambridge Fibre Optics) and Mr. John Colton of Lucid Optical Services Ltd. membership no. 490 (nominated by Mr. Mike Phillips of Fibre Optic Solutions Ltd.). All three have accepted nomination.

All five nominations as above were taken en-bloc and proposed by Mr. Ogden, seconded by Mr. Strange and carried unanimously.

To confirm the FIA Council (9 members allowed) are now: Messrs. Phillips, Gilmore, Strange, Cupitt, Thompsett, Bateson, Carswell, Buckingham and Colton.

5. Any Other Business

FIA Special Project for 2003: Mr. Phillips announced to the meeting the outline details of a special project agreed by Council at their meeting earlier that day.

A prize of approximately £5K will be made available to sponsor one or more of its members in a project leading to the production of a new product and/or service that is of benefit to the vast majority of the FIA membership. The project /service must be a tangible benefit to FIA members and shall be subsequently offered to members at competitive prices.

Outline information will be defined and announced in the January Newsletter and application forms detailing more formal criteria will be available via the Secretariat and the web-site. The web-site will also carry a couple of pages dedicated to this project.

FIA Council will judge the applications and the winner(s) will be announced at an FIA dinner planned for late March or early April.

Web site cookies: Mr. Oldershaw asked if Council could modify the current system of web-site access for members via the passworded area. He personally is unable to gain access to the 'members only' area of the web-site as there is a secure firewall on his office system that does not accept "cookies".

Mr. Gilmore replied that he was aware of this problem and a few other member companies may have this same experience. The matter will be investigated with the web hosting company.

There being no further business to conduct Mr. Phillips thanked those attending and closed the meeting at 12.20 p.m.

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12th December 2002
approved MP 13/12/02
approved MG 17/12/02