

Fibreoptic Industry Association

Annual General Meeting

Thursday 4<sup>th</sup> December 2008 at 11:30 a.m.

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

Attendees:	Paul Bateson	Optical Test and Calibration Ltd.
	John Colton	Lucid Optical Services Ltd.
	Lee Funnell	The Siemon Company Ltd.
	John Marson	Twistnet Communications Ltd.
	Phil Whitehead	ACCL Ltd.
	Chris Atkin	Total Communications Ltd.
	Martyn Cook	CTTS Ltd.
	Simon Comben	TCM Communications (UK) Ltd.
	Jon Bradley	EXFO Europe

***Present voting members identified: - 9***

Jane Morrison	FIA Secretariat
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Apologies:	Mike Gilmore	The Cabling Partnership
	L. Johnson	Dwellight Ltd.
	Ken Jones	EDS (North Wales) Ltd.
	Stuart Baker	Auriga Europe plc

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Mr. Bateson opened the meeting, welcomed those present and thanked them for attending.

**1. To approve the minutes of the Annual General Meeting held on 6<sup>th</sup> December 2007.**

The minutes of the previous Annual General meeting held on 6<sup>th</sup> December 2007, had previously been circulated to members on 18<sup>th</sup> January 2008. It was proposed by Mr. Marson, seconded by Mr. Funnell 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-end 31<sup>st</sup> August 2008, together with the report from the Auditors.**

Chairman's Report: This report together with the Technical Director's report was circulated – see attached.

Mr. Bateson did not read out the entire report but touched on a few important items.

He said that he was pleased that the work of the TIA-B was now progressing. The formation of this group has provided closer links with the ECA and the CMA.

The group was originally formed due to the demise of CITA (formally the TIA). The FIA had gained a small number of new members from this initiative.

There has been a continual 'churn' in membership numbers. New members are still forthcoming and some disappear after just one year of trading.

Membership promotion continues and the recent Telecoms 08 exhibition presence has given some visibility for the FIA.

Mike Gilmore continues his unflagging commitment to the FIA within the Standards area for which the FIA funds some of this activity.

Peter Lythgoe (retiring at this AGM) worked very hard in the past year with Mike Gilmore to produce the AIS, although take-up has unfortunately been poor. It is hoped that a new Installations Director can be sought to help achieve the schemes success and up-date it with the new standards.

Again, although the FIA QS had been promoted, take-up is poor but Council is going to make it a priority to promote the scheme in the next year.

Mr. Whitehead has worked on liaison issues with BICSI who are now making changes to reflect local legislation on standards.

The Test Equipment vacancy needs to be filled since the resignation of Dave Madsen.

Finally, he stressed that Council can only be as good as the membership requires and feedback is a necessity. Members must advise on matters that they feel Council can work on whether this be in the standards forum, training, installation matters etc.

Mr. Bateson thanked Council members and their employers for their support in 2008.

The Technical Director's report shows in detail the excellent work by Mr. Gilmore in the past year.

It is imperative for the FIA to have a voice in this area.

**Treasurer's report & y/end accounts to 31/08/08:** The Treasurer's report and the year-end accounts were circulated – see attached.

In Mr. Gilmore's absence Mr. Bateson reported that a profit has been made of £1,533. This is a little higher than last year and includes the amount spent on the new FIA exhibition stand purchased for the Telecoms show in September. This stand is portable and available for use by the membership. It will also be used at forthcoming FIA seminars.

There were no questions appertaining to the Chairman's report, Technical Director's report Treasurer's report or the year-end accounts.

Mr. Funnell proposed and Mr. Marson seconded that the above reports and accounts were received and approved, this was carried unanimously.

**3. To consider the re-appointment of Critchleys, Greyfriars Court, Paradise Square, Oxford OX1 1BE 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.**

Council was happy with the work of the auditors and suggested they be re-appointed. The appointment of Critchleys as above was therefore proposed by Mr. Bateson, seconded by Mr. Whitehead and unanimously agreed.

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

As per the letter sent with the AGM notice this year we are looking to fill 5 vacancies on Council. This is due to three new vacancies, and two members of Council who are standing down due to the rotation rules (both eligible and willing for re-election), Messrs. Gilmore and Bateson.

Nomination forms have been received for:

Martyn Cook of CTTS nominated by Simon Comben of TCM Communications (UK) Ltd.  
Simon Comben of TCM Communications (UK) Ltd. nominated by Martyn Cook of CTTS Ltd.  
Ken Jones of EDS (North Wales) Ltd. nominated by John Marson of Twistnet Communications Ltd.  
Mike Gilmore of TCP Ltd. nominated by John Marson of Twistnet Communications Ltd.  
Paul Bateson of OTC Ltd. nominated by John Marson of Twistnet Communications Ltd.

Mr. Cook was asked to give a short description of his background.

He advised those present that he has been an FIA member for a number of years. His background includes some twenty years with the armed forces. His company, CTTS Ltd., is a growing training company for fibre optics and telecommunications.

He added that he now feels he has the time to commit and would like to see new blood joining the group and hopes to be able to promote the FIA via his contacts. His company is proactive at a number of European conferences where again he will be in a position to promote the FIA and expand membership numbers.

Mr. Comben was asked to give a short description of his background.

He advised those present that he also had a background in the forces and the MOD. Although a relatively new member of the FIA he has until recently worked at Furukawa and his new company TCM is working on MOD projects.

He feels that younger blood is required to take the association forward and he hopes to promote the FIA within the MOD.

Ken Jones, who unfortunately could not attend was known to John Marson for a number of years and is a highly regarded member of the installer community. He is also an approved ECA member. Mr. Jones is being envisaged to take forward the work on the FIA AIS.

Mr. Bateson said that Council were pleased to receive these nominations and suggested they be accepted en-bloc. This was proposed by Mr. Colton, seconded by Mr. Marson and unanimously agreed.

To confirm the FIA council (9 members allowed) are now: Messrs. Bateson, Gilmore, Funnell, Colton, Marson, Whitehead, Cook, Comben & Jones.

## **5. Any Other Business**

Mr. Cook asked about the sizing of the FIA exhibition stand. Mr. Marson said that it was in fact very portable and came in a purpose built case. The actual stand photos can be seen in the October issue of the FIA Newsletter.

Mr. Atkin said his company (a training company) was working to provide qualification training for NICIEC members. He added that NICIEC had some 15K approved enrolled contractors.

Mr. Bateson said this was a possible area where the FIA could set up a SIG or add NICIEC to the other partners of the TIA-B. This matter will be added to the agenda and discussed at the next Council meeting in January.

There being no further business to transact Mr. Bateson closed the meeting and again thanked those in attendance.

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4<sup>th</sup> December 2008  
emailed to PB – 05/12/08  
checked PB – 09/12/08  
emailed to Council: 10/12/08