

**Fibreoptic Industry Association
Annual General Meeting**

Thursday 6th December 2012 at 11:00 a.m.

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

Attendees:	Paul Bateson	Optical Test and Calibration Ltd.
	Mike Gilmore	The Cabling Partnership
	John Colton	Lucid Optical Services Ltd.
	John Marson	Twistnet Communications Ltd.
	Alan Bullen	Lynx Networks plc
	Simon Comben	J. Brand Ltd.
	Jonathan Lewis	Huber & Suhner (AG) Ltd.
	Tim Oldershaw	J. Brand Ltd.
	Frank Kler	SCD Group Ltd.
	Alan Brooks	Royal School of Signals (Affiliate member – no vote)
	Andrew Royle	Dunasfern
	Chris Atkin	Total Comms Training Ltd.

Present voting members identified: - 11

Jane Morrison FIA Secretariat

Apologies: Kevin Waddle – Infinet Datacoms Ltd.
 John Simpson – Personal Member
 Lee Funnell – The Siemon Company Ltd.
 Ken Jones – EDS Systems (North Wales) Ltd.
 Peter Martland – Route3 Ltd.
 Richard Ednay – Optical Technology Training Ltd.
 Paul Cave – Mayflex Ltd.

Proxy votes: Kevin Waddle of Infinet Datacoms Ltd. – vote to – John Marson
 John Light of Tratos Ltd. – vote to – John Marson
 Lee Funnell of The Siemon Company Ltd. – vote to – John Marson (failing - JM
 John Colton)
 Peter Martland of Route3 Ltd. – vote to – John Marson
 Paul Cave of Mayflex Ltd. – vote to – John Marson

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 1st December 2011.

The minutes of the previous Annual General meeting held on 1st December, had previously been added to the FIA web site and members informed of the url by letter on 12th January. It was proposed by Mr. Bullen seconded by Mr. Oldershaw 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 31st August 2012, together with the report from the Auditors.

Chairman's Report: This report was circulated – see attached.

Mr. Bateson did not read out the entire report but touched on a few important items. He was pleased to say that membership remained fairly stable at 189. Despite the recession the efforts of Messrs. Gilmore and Marson and others to promote the FIA were helping to keep numbers on a par with the same time last year.

The Seminar in 2012 was excellent and plans are already progressing for the 2013 Seminar that will be held in Stratford-upon-Avon. Again Mr. Marson and the Secretary put in a lot of effort to put the Seminar together and Mr. Gilmore puts in a lot of effort to organise a good programme of talks. If any members have ideas for speaker topics for 2013 they should let us know as soon as possible.

Mr. Gilmore in his role as Technical Director works tirelessly on the Standards Committees. His paper on Copper Clad Aluminium has gone viral and he has been instrumental on preparing a book for the BSI on Telecommunication Cabling.

Mr. Lewis joined FIA Council at the AGM in 2011 and provides Standards Committee support as Deputy Chairman of BSI TCT7.

Our Installation Director, Mr. Jones has had to stand down from Council and should be thanked for his efforts and we wish him well in his new job. Council are aware of the poor take up regarding the AIS and over the next 12 months will commit to working on the scheme to make it more relevant to the membership.

Mr. Funnell resigned at the AGM last year and Mr. Colton took over both the Training and Qualification portfolio. It has been a quiet year although Mr. Colton has been involved in a local broadband project. This is a new exciting area that the membership will find very interesting.

Mr. Comben continues in his role of MOD Liaison, assisting members who wish to seek UK MOD approval. Forms are available for all new members.

Mr. Bullen, FTTx Director has worked with Mr. Gilmore on the Cable Laying Barebones document. Mr. Bullen has also organised the very recent FIA membership survey. Some 47 members took to time to complete the survey and we have received some excellent feedback that Council will be looking at in detail in the new-year.

Mr. Whitehead, Cross Media Director, retired in June and should be thanked for his time on Council and he is wished a long and happy retirement.

As ever Council members are volunteers and their employers should be thanked for allowing them the time to work for and support the FIA. Our Seminar sponsors should also be thanked, as their contribution is also very valuable.

Treasurer's report & y/end accounts to 31/08/12: The Treasurer's report and the year-end accounts were circulated – see attached.

Mr. Gilmore explained that the accounts showed a profit before audit and tax management fees of £795. He said the accounts were quite boring, as there was no great pluses or minuses to be discussed.

Essentially membership numbers at the end of August were similar to the same time last year. This static membership base meant that there was a 'just about' breakeven situation. This is a fine situation as the FIA is a 'not-for-profit' organisation.

The revenue was up slightly at 1% and overall costs down by 1%.

However, Mr. Gilmore was concerned that although we have been lucky to have kept membership numbers at the same level for two years there is of course a possibility of a reduction in membership numbers in the year to come.

The FIA will continually look very carefully at all costs.

Again, Margaret MacFarlane (employed on a part-time basis) was thanked for her work on the FIA accounts.

Mr. Gilmore explained that his work via the Technical / Standards area has had a general increase as areas other than the fibre optic arena have been covered – such as the Copper Clad Aluminium White paper. He was pleased to announce that, from the end of January, he has secured separate funding of £10K for these non-core activities.

Mr. Gilmore asked if there were any questions regarding his report or the year-end accounts. Mr. Bullen asked about cash-flow and Mr. Gilmore said that there was not a problem and liquidity was currently higher than it was last year. The FIA does have reserves but if there was a 10% drop in membership he would be aware that cuts in expenditure would need to be made but without reducing services to members.

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

Mr. Lewis proposed and Mr. Kler 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. Atkin seconded by Mr. Lewis and unanimously agreed.

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

This year we are looking to fill 3 places on Council. This is because one Council member is standing down due to the rotation rules, Mr. John Marson (eligible and willing for re-election), Plus we have two vacant places due to the resignation of Mr. Phil Whitehead in June and the very recent resignation of Ken Jones on 20th November.

Nomination forms have been received for:

John Marson of Twistnet Communications Ltd. – nominated by Paul Bateson
Frank Kler of SCD Group Ltd. – nominated by Mike Gilmore of TCP
Lee Funnell of The Siemon Company Ltd. – nominated by John Marson of Twistnet Communications Ltd.

The three nominations above were proposed by Mr. Colton, seconded by Mr. Comben and unanimously voted to Council.

To confirm the FIA Council (9 members allowed) are now: Messrs. Bateson, Gilmore, Marson, Bullen, Colton, Comben, Lewis, Kler and Funnell.

5. Any Other Business

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

FIAAGMmins061212
7th December2012
emailed to PB & MG: 07/12/12
approved PB & MG – 07/12/12
emailed to Council – 10/12/12