

**Fibreoptic Industry Association
Annual General Meeting**

Thursday 4th December 2014 at 11:30 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.
	Alan Bullen	Lynx Networks plc
	Simon Comben	Metz Connect GmbH
	Frank Kler	Blue Helix Ltd.
	Lee Funnell	The Siemon Company Ltd.
	Tim Oldershaw	J. Brand Ltd.
	Chris Atkin	Total Comms Training Ltd.

Present voting members identified: - 9

Jane Morrison	FIA Secretariat
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Apologies:	John Marson	Twistnet Communications Ltd.
	Jonathan Lewis	Huber & Suhner (AG) Ltd.
	John Light	Tratos Ltd.
	Jane Moran	Applewood Data Services Ltd.
	Jason Moran	Computer Links
	Carl Hickey	Cable Dynamics Ltd.
	Paul Hookings	Forward Securities Ltd.

Proxy votes: John Light – Tratos Ltd. – vote to John Marson (failing JM – Mike Gilmore)

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 5th December 2013.

The minutes of the previous Annual General meeting held on 5th December, had previously been added to the FIA web site in December 2013 and members informed of the url via issue 112 of the Newsletter. It was proposed by Mr. Comben 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 31st August 2014, 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 explained that Council members provide him with reports prior to the AGM so that he can provide an update of activities.

A big celebration is planned for the 2015, as the FIA will be 25 years old. The Summer Seminar will be held on 3rd & 4th June at Whittlebury Hall, Nr. Towcester. The hotel is located very near to Silverstone and we hope to be able to add a visit to the track.

The association has been going since 1990 and a lot of its success is down to Mike Gilmore who has been involved since 1992. We owe him a debt of gratitude.

The Summer Seminar in 2014 was very successful and John Marson is thanked for his work on the event. It is hoped that more installers will attend the special seminar in 2015.

Membership hovers around the 180 – 190 mark

Mike Gilmore does a massive amount of work on Standards for which we thank him.

Jonathan Lewis, our Technical Director, is looking at a re-design of the web site in coming months and we hope to be able to announce updates and changes at the June Seminar.

Alan Bullen has worked very hard on the Accredited Installer Scheme and to date we have 25 members. We are still working to get end-users, contractors and consultants to build the preference of FIA AIS members into contracts etc.

Frank Kler was co-opted back to Council in October and we look forward to his support with External Installations.

John Colton has had a quiet year but we anticipate C&G may be more active in 2015. Of course he continues to keep us updated on the activities of his community FTTH/FTTP project.

Simon Comben is our MOD Liaison Director. It has been a fairly quiet year on this front as most of our members have obtained the approval. He continues to promote the FIA to fibre optic resellers.

Lee Funnell has successfully achieved sponsorship for the Seminar and he is looking at how we can promote the FIA and take it forward.

Of course thanks must also be given the Jane Morrison and Margaret MacFarlane for their work and support

Treasurer's report & y/end accounts to 31/08/14: The Treasurer's report and the year-end accounts were circulated – see attached.

Mr. Gilmore explained that the FIA has, in the last couple of years, run with marginal losses and for 2013 – 2014 his aim was to try to reverse this and re-build the reserves.

He added that considering the difficult climate the FIA had not lost too many members and the year has returned to a profit of £2916.

Revenue is up slightly. Operating costs have reduced substantially as the Standard Directorate now works on a fixed fee basis.

Mr Gilmore added that Margaret MacFarlane should be thanked for her work on the accounts, as there was only one transaction difference from the management accounts to the auditor's figures.

The AIS is a source of funds and is also a very good way of keeping people informed and getting new members. It has also assisted in getting to people within membership other than the principal contacts.

Mr. Oldershaw asked about the plans for changes to the web site, moving locations etc, he felt that these changes may produce high costs.

Mr. Gilmore explained that the changes planned were more for the content management and not a change of location. The costs have been factored in and the monies saved by not attending Exhibitions would be used.

Mr. Atkin said that he had outsourced the 'social media' for his company as he found it very time consuming.

Mr. Gilmore added that we have a re-design quotation covering many things and in the new-year Council will be making a commitment to do some of things but the re-design will provide many capabilities but many of these will not be acted upon straightaway.

With regard to FIA LinkedIn Mr. Gilmore said this had originally been created to get more people to attend the Seminars, however when people joined they thought they were FIA members. John Marson now moderates it as a group.

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

Mr. Bullen proposed and Mr. Funnell 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. Funnell seconded by Mr. Kler and unanimously agreed.

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

This year we are looking to fill 2 places on Council. This is because one Council member is standing down due to the rotation rules, Mr. John Colton (eligible and willing for re-election), Plus Frank Kler who was co-opted in October has to stand down and be re-elected as a full Council member.

Nomination forms have been received for:

John Colton – nominated by Lee Funnell
Frank Kler – nominated by Mike Gilmore

The nominations above were proposed by Mr. Oldershaw seconded by Mr. Atkin and unanimously voted to Council.

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

5. Any Other Business

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

FIAAGMmins041214
5th December 2014
emailed to PB & MG: 08/12/14
approved: MG – 08/12/14
approved: PB – 09/12/14
emailed to Council 10/12/14