

**Fibreoptic Industry Association  
Annual General Meeting**

Wednesday 6<sup>th</sup> December 2017 at 11:30 a.m.

The Manor House, Buntingford, Herts SG9 9AB

Attendees:	Paul Bateson	Optical Test and Calibration Ltd.
	John Colton	Lucid Optical Services Ltd.
	Alan Bullen	Lynx Networks plc
	Frank Kler	Core Integrated Solutions Ltd.
	John Marson	Twistnet Communications Ltd.
	Jonathan Lewis	Huber & Suhner (AG) Ltd.
	Nigel Hedges	Fluke Networks Ltd.
	Keith Rowley	Liquid Telecom
	Matt Hawkin	CNet Training Ltd.
	Martin Smith	CNet Training Ltd.
	Ros Neat	FibreFab Ltd.
	Chris Atkin	Total Comms Training Ltd.

***Present voting members identified: - 11***

Jane Morrison            FIA Secretariat

Apologies:	Simon Comben	Metz Connect GmbH
	Mike Gilmore	The Cabling Partnership
	Rick Adderton	Networx3 Group Ltd.

Proxy votes:            None

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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 1<sup>st</sup> December 2016.**

The minutes of the previous Annual General meeting held on the 1<sup>st</sup> December, had previously been added to the FIA web site and members informed of the url in Issue 126 of the FIA Newsletter. It was proposed by Mr. Marson seconded by Mr. Lewis 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 2017, 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.

Firstly, he thanked all Council members and support staff for their support over the last year and hard work to increase membership and improve the financial position. He added that, although there is still a lot of uncertainty in business, we are still here and look forward to the year ahead.

The Summer Seminar, organised by John Marson and held in June 2017, had been a fantastic event, the best yet in terms of attendees and sponsorship.

Mr. Marson is the driving force and we look forward to the event in 2018.

Membership has increased but we are still working hard to get to 200 members. Mike Gilmore, although not a Council member remains our Standards Forum representative at both UK and international level. A big thank you to him for his work in this area.

We must also thank Richard Ednay who also provided Standards support for the FIA. Richard is standing down due to ill-health and we wish him well for the future.

Jonathan Lewis, with support from other Council members has worked on improving our web site and has added improvements such as on-line membership application and other initiatives. Jonathan is supported by his company Huber & Suhner who support his work on Standards.

Our Treasurer and Marketing Director, Alan Bullen, will table his Treasurer's report separately. His marketing activities have included work on the transfer of data from the old web site to the new.

Frank Kler continues to work with the Accredited Installer Scheme members. We currently have 23 members. Frank arranges the AIS Seminars and continues to help those Installers differentiate their activities in a competitive market.

Nigel Hedges and Simon Comben work on forging co-operation between Training companies and to bring more of them into the ATP scheme (Approved Training Providers). A small sub-committee of Training Providers (FIA Training & Qualification Committee – TQC) are working together to develop a common syllabus that can be endorsed by the FIA.

Additionally Simon Comben manages MOD liaison for members who wish to gain MOD N Cage Accreditation.

John Colton our Technical Director and is on hand to answer any Technical queries from the members and has been instrumental in setting up the TQC.

Keith Rowley, our International Operations Director, is helping to bring in more members and is promoting the FIA AIS and 'best practice' through FIA ATPs and FIA qualifications.

Mr. Bateson reminded the meeting that Council are all volunteers and he was very grateful for their companies who support their activities, again he wanted to thank Jane Morrison (Secretariat) and Margaret MacFarlane (Accounts) for their help during the year which has been invaluable.

**Treasurer's report & y/end accounts to 31/08/17:** The Treasurer's report and the year-end accounts were circulated – see attached.

Mr. Bullen said he was pleased that the company had made a profit of £2,594 against the loss of £4,311 last year. He said that despite a downward trend Council had managed to turn the finances round. New members and a very successful Seminar had helped. However, although the position looks good, Council must continue to grow membership. Money has been invested in the new web site which in turn will provide benefits for members.

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

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

- 3. To consider the appointment of Minney & Company Limited, 59 Union Street, Dunstable, Bedfordshire LU6 1EX 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 had taken the decision to propose a change of Auditors in October this year when Mr, Bullen had identified a company who were local to him and who could provide the same level of work for a slightly reduced fee, Council were all in agreement to make this change. It was therefore proposed by Mr. Colton 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. Alan Bullen & John Marson are standing down (due to rotation rules) but both are willing and eligible for re-election.

Nomination forms have been received for:

***Alan Bullen of Lynx Networks plc – nominated by Paul Bateson of Optical Test and Calibration Ltd.***

***John Marson of Twistnet Communications Ltd. – nominated by John Colton of Lucid Optical Services Ltd.***

The nominations above were proposed by Mr. Kler seconded by Mr. Hedges and unanimously voted to Council.

To confirm the FIA Council (9 members allowed) are now: Messrs. Bateson, Marson, Bullen, Colton, Comben, Lewis, Kler, Hedges & Rowley.

#### **5. Any Other Business**

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

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emailed to PB: 11/12/17  
approved: PB – 13/12/17  
emailed to Council – 14/12/17