

**Fibreoptic Industry Association  
Annual General Meeting**

Tuesday 4<sup>th</sup> December 2018 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.
	Nigel Hedges	Fluke Networks Ltd.
	Chris Deaville	Networx3 Group Ltd.
	Adrian Newell	Data Techniques
	Martin Smith	CNET Training
	Chris Atkin	Total Comms Training Ltd.
	Steven Brown	Coyles Personnel plc

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

Jane Morrison            FIA Secretariat

Apologies:	Jonathan Lewis	Huber & Suhner (AG) Ltd.
	Keith Rowley	Liquid Telecom
	Mike Gilmore	The Cabling Partnership
	Chris Quinn	Status Network Solutions Ltd.
	Geoff Crossley	Crossconnect Training

Proxy votes:            Martyn Cook of CNET vote to John Colton or failing JC – vote to Chris Atkin  
Nathan Marson of Modular Wiring systems Ltd. vote to John Marson  
John Light of Tratos Ltd. – vote to John Marson  
Keith Rowley of Liquid Telecom – vote to John Colton  
Tony Stockman of Gabocom Ltd. – vote to John Colton  
Jonathan Lewis of Huber + Suhner (AG) Ltd. – vote to John Colton

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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 2017.**

The minutes of the previous Annual General meeting held on the 6<sup>th</sup> December, had previously been added to the FIA web site and members informed of the url in Issue 130 of the FIA Newsletter. It was proposed by Mr. Hedges seconded by Mr. Kler 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 2018, 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 summarised a few important items.

Firstly, he advised that he will retire in 2020 and therefore step down from the FIA at the AGM in December 2019.

He thanked all Council members who give up their time voluntarily.

The FIA works tirelessly to try to maintain a positive financial position and keep the membership informed of Standards and innovation. We want our members to tell us what they want from us.

The June Seminar grew in numbers and success again and John Marson worked hard to bring us some great speakers. Even the after-dinner speaker was greatly received this year and allowed those present to handle rock from Mars!

Our Treasurer, Alan Bullen, has kept our expenses down and this year we made a healthy profit. We do not aim to make a profit as we are non-profit making and our aim is to always plough any profits back into the members. We are, in April next year, sponsoring a Standards meeting in Cardiff which will give us some good visibility.

Mr. Gilmore (non-Director) remains the driving force for the FIA Standards work. Mike is retiring in 2020 and we are actively seeking a replacement for him.

Frank Kler works on trying to get Accredited Installer Scheme members to keep their accreditation by attending the required number of update Seminars. He recently ran two Seminars, one in London and one in Bradford.

Jonathan Lewis manages the web site and is driving the search optimisation initiative. We now have the capability for members to join online and we can accept Summer Seminar bookings online.

John Colton answers any Technical queries that arise. He also put together the TQC (Training & Qualifications Committee) which is working to try to standardise the training area. John hopes to bring us more news of this in 2019.

Due to Simon Comben's resignation in May this year Nigel Hedges has taken over responsibility for the MOD liaison. He also maintains the oversight of the FIA TQC.

Keith Rowley, Director of Operations, is hoping to become more involved when he returns to the UK this summer.

Finally Mr. Bateson thanked Jane Morrison and Margaret MacFarlane for all their efforts.

**Treasurer's report & y/end accounts to 31/08/18:** 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 £16k. This was due to an increase in revenue and a reduction in operating costs. The profit is able to be offset against previous years' losses and will effect a Corporation Tax bill of £281.

The surplus has doubled the companies' reserves

Mr. Bateson asked if there were any queries appertaining to the reports and accounts.

Mr. Newell asked if the surplus could be used to attract more members and if the Council should consider reaching out to smaller companies.

Mr. Bateson said Council where focussed on finding out exactly what members want. A survey of members is planned for 2019.

Council is also trying to think of ways to raise the FIA profile and reach and interest these smaller companies.

Corporate A (lowest Corporate level) is £290 + vat per year.

Mr. Bullen said we have an article ready to go in the Inside Networks March issue.

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

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

**3. To consider the re-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 are happy to continue with the services of Minney & Co. Ltd. It was therefore proposed by Mr. Kler seconded by Mr. Marson and unanimously agreed.

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

This year we are looking to fill 2 places on Council. John Colton is standing down (due to rotation rules) plus there is another vacant place due to the resignation earlier this year of Simon Comben. Mr. Colton is willing and eligible to be re-elected.

Three nomination forms have been received for:

***John Colton of Lucid Optical Services Ltd. – nominated by Paul Bateson of Optical Test and Calibration Ltd.***

***Steven Brown of Coyles Personnel plc – nominated by Jonathan Lewis of Huber + Suhner UK Ltd.***

***Martin Smith of CNET Training – nominated by Nigel Hedges of Fluke UK Ltd.***

A ballot took place.

Messrs Colton & Smith were successful.

The two names above were proposed by Mr. Hedges seconded by Mr. Bullen and unanimously voted to Council.

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

Mr. Bateson thanked all those who were nominated and he welcomed Messrs. Colton & Smith to Council.

He further invited Mr. Brown to be involved with the FIA, although not a full Council member but to work on special projects and attend Council meetings as an Observer. Mr. Brown accepted.

## **5. Any Other Business**

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

FIAAGMmins041218  
emailed to PB: 05/12/18  
approved: PB – 17/12/18  
emailed to Council – 02/01/19