

**Fibreoptic Industry Association
Annual General Meeting**

Tuesday 3rd December 2019 at 11:30 a.m.

The Saracens Head Hotel, Towcester, Northants NN12 6BX

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.
	Martin Smith	CNET Training
	Jonathan Lewis	Huber & Suhner (AG) Ltd.
	Adrian Newell	Data Techniques
	Chris Atkin	Total Comms Training Ltd.
	Steven Brown	Gabocom Ltd.
	Paul Forster	TNS (Europe) Ltd.
	Paul Gorman	CNET Training
	Tim Oldershaw	J. Brand Ltd.
	Carl Adshead	Networx3 Group Ltd.

Present voting members identified: - 14 (note one vote per Corporate member)

Jane Morrison FIA Secretariat

Apologies:	Mike Gilmore	The Cabling Partnership
	Ros Neat	FibreFab Ltd.
	Dan Little	J. Brand Ltd.
	Martyn Cook	CTTS Ltd.

Proxy votes:	John Light of Tratos Ltd. – vote to John Marson
	Nathan Marson of Modular Wiring Systems Ltd. – vote to John Marson

Mr. Bateson opened the meeting, welcomed those present and thanked them for attending. He added that as this was his last AGM as Chairman he wanted to thank Jane Morrison, Margaret MacFarlane & Mike Gilmore as well as all Council members for their support over the years. He added he was sure his successor would do a very good job.

1. To approve the minutes of the Annual General Meeting held on 4th December 2018.

The minutes of the previous Annual General meeting held on the 4th December, had previously been added to the FIA web site and members informed of the url in Issue 134 of the FIA Newsletter. With one change – proxy vote Martyn Cook of *CNET*, changed to Martyn Cook of *CTTS Ltd.*, 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 31st August 2019, 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.

Mike Gilmore, long serving Standards Director of the FIA, is also retiring next year and the Council are putting in place actions to make sure the Standards activities continue into the future.

John Marson, current Vice Chairman, has offered to take over as Chairman. John as many of you know works tirelessly to ensure we have successful Summer Seminars. The 2019 Summer Seminar although not attracting as much revenue in sponsorship as in previous years, did attract a large number of table-top exhibitors, a free pre-dinner bar and an excellent after-dinner speaker.

Jonathan Lewis, Communications Director, supported by Ed Bullen looks after the FIA web site.

Treasurer, Alan Bullen, supported by Margaret MacFarlane (FIA accounts), keeps a rein on finances. Although a small loss in year-end 30th August 2019 reserves remain healthy.

Frank Kler is in charge of the AIS and although our members are very busy and can't attend the previous quarterly updates we have now changed the rules so they are now incumbent to attend the FIA Summer Seminar (foc).

Nigel Hedges is working with Martin Smith on Training & Qualification. They are working to pull together a training course matrix. Hopefully by early next year we can provide guidance on what courses are available and where to find them.

Nigel has also completed MOD NCage approvals for members. Once a company has an NCage code there is the opportunity to obtain details of MOD contracts via the DCA website.

John Colton, Technical Director and Secretary of the TQC, answers technical queries from members as and when they arise.

Keith Rowley was International Operations Director but due to a change in company had to resign his Council place.

Finally, Mr. Bateson stressed that all Council give their time voluntarily, and, in all cases, promote the FIA and not their own business or products. This is very much appreciated.

Treasurer's report & y/end accounts to 31/08/19: The Treasurer's report and the year-end accounts were circulated – see attached.

Mr. Bullen said he was pleased that, although there had been a loss of £5K, the reserves were in a healthy place. The loss was mainly down to Summer Seminar sponsorship reducing and membership numbers falling.

With the retirement of Mike Gilmore (31/03/20) the Standards costs will reduce as some of those who will be assisting with this work are volunteers.

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

Mr. Newell proposed and Mr. Atkins 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. This was therefore proposed by Mr. Brown 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. Paul Bateson is retiring, plus there is another vacant place due to the resignation earlier this year of Keith Rowley.

Two nomination forms have been received for:

***Steven Brown of Gabocom Ltd. – nominated by Jonathan Lewis of Huber + Suhner UK Ltd.
Dan Little of J. Brand Ltd. – nominated by Martin Smith of CNET Training***

It was proposed by Mr. Forster seconded by Mr. Lewis and unanimously agreed that both Messrs. Brown & Little be accepted as a Council members.

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

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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