



**MINUTES OF THE 28TH ANNUAL GENERAL MEETING OF
THE INSTITUTE OF SOUND, COMMUNICATIONS AND VISUAL ENGINEERS LIMITED
HELD ON TUESDAY, 25 MARCH 2025 at Coombe Abbey, Binley, Leicestershire**

The President, Neil Voce MInstSCVE, declared the meeting open at 2.15pm and welcomed all members in attendance.

The following business was transacted in accordance with the Articles of Association.

25.01 Apologies for absence

Apologies were received from 4 members.

25.02 Minutes of the 27th AGM

The minutes of the 2024 AGM held on 19 March 2024, were pre-circulated and were proposed by Helen Goddard FInstSCVE and seconded by Doug Edworthy HonFInstSCVE and approved by all members in attendance.

25.03 Annual Report by outgoing President

Neil Voce MInstSCVE, outlined some of the key activities of the Institute over the past year;

- ECS order and payment IT system upgraded
- Approved 232 new members and 12 upgrade applications
- Recruited new Chairpersons for AV, Training and Early Careers Committee
- Recruited replacement ECS Card Scheme administrator
- Held Members' Get Aherad event in November
- Soft launched new Registered Installer Scheme
- Ran seven ISCVE training courses
- Explored online training and developing new courses for 2025
- Re-established partnership with Production Futures
- Developed additional resources for members; VAS templates
- Continued discussions regarding the Engineering Council qualification
- Progressed work on the Good Sound Charter

- ISCVE invited to be a media partner and present award at Security & Fire Excellence Awards
- ISCVE exhibited at the following trade shows; ISE, Fire Safety Event, ABTT, PLASA London, Production Futures (x 3 events)
- **Ongoing Initiatives**
 - Fully migrating members to the new Hubspot portal and Directory of Members
 - Launch of Registered Installer Scheme to press, members and public
 - Further development of Good Sound Charter
 - Expanding ISCVE training, introducing new courses and online training/resources
 - Advocating for ISCVE to issue ECS Black and Gold cards in collaboration with JIB
 - Complete Apprenticeship webpages with information for both apprentices and employers
 - Charitable status for the Institute
 - Develop STEM resources for members to use in schools for eaching sound and AV principles
 - Expanding Engineering notes relevant to the AV industry

Neil Voce gave thanks to the administration team for their support and hard work throughout the year.

He also gave thanks to all the ISCVE Committees, Council and Directors who volunteer to support the Institute.

He gave thanks and farewells to John Oliver FInstSCVE, David Tyas FInstSCVE and Peter Walker AMInstSCVE for their long service on Council.

He thanked all our members and supporting members and those who have already transitioned over to the Registered Installer scheme.

And finally, Neil gave thanks to our ISCVEEx sponsors; Baldwin Boxall, FBT Auydio, Habitech, Illumino Ignis, Leisuretec, RCF, Shure and Wharfedale Pro.

Neil introduced and welcomed Jim Smith FInstSCVE as the new ISCVE President.

25.04 Report by the incoming President

Jim Smith FInstSCVE, introduced himself and requested the AGM attendees join him in thanking outgoing ISCVE President Neil Voce MInstSCVE for his amazing contribution to the ISCVE during his term as President. Jim mentioned a number of initiatives which Neil has been instrumental in prompting and developing, including the VA Manifesto. Jim went on to outline his vision for the ISCVE over the next few years which includes attracting a more diverse and inclusive membership, promoting early careers, technical excellence and reinforcing Environmental Social and Governance as a core value of the ISCVE.

25.05 2024 Year End Accounts

Net Loss for 2024 is -£2,943

This was due to the following factors:

- Investment in new ECS order portal
- Investment in new Registered Installer scheme.
- Writing off bad debts from lapsed members (accumulated over past 4 years)
- Outstanding membership fees
- Fewer training courses scheduled in 2024

Current Account Balance is £71,372.27

Fixed Asset Investment Net Book Value is £44,954

Bounce Back Loan of £32,615 is now at a reduced balance of £9,637.46

The 2024 Year Accounts were proposed by Doug Edworthy HonFInstSCVE, seconded by John Willett MInstSCVE and were approved by all members in attendance.

25.06 Authorising Council to fix the fee of the Accountants

The Accountants fee of circa £1,645 was proposed by Alex Krasnic MInstSCVE, seconded by Hanieh Motamedian AMInstSCVE and approved by all members in attendance.

25.07 Elections to Council and the Board of Directors

Members were asked to vote to approve the following elections:

The re-election of Helen Goddard FInstSCVE, Phil Price HonFInstSCVE and Bryan Robinson HonFInstSCVE as Directors.

The election of Jim Smith FInstSCVE as a Director.

The re-election of Phil Price HonFInstSCVE, Helen Goddard FInstSCVE as Council Members.

The election of Tom Simpson MInstSCVE as a Council Member.

The Elections to Council and the Board of Directors were proposed by John Willett MInstSCVE, seconded by Paul Malpas FInstSCVE and approved by all members in attendance.

The meeting was formally closed at 3.00pm, and was followed by an outline of ISCVEx 2025 and the Members' Day seminar presented by Andy Dockerty, Founder and Director of Adlib.