

**Draft Minutes of 29<sup>th</sup> Annual General Meeting**  
**Tuesday 5<sup>th</sup> February, 2013**  
**Co-Hosted by TSTT**  
**The Hyatt Regency Hotel - Port of Spain, Trinidad & Tobago**

The 29<sup>th</sup> Annual General Meeting commenced at 9.35am

In Attendance were:

**Directors**

Mr. Dirk Currie	-	Chairman, TELESUR, Suriname
Mrs. Karen Bevans	-	Director – BTL, Belize
Mr. Davidson Charles	-	Treasurer – C&W Antigua & Barbuda Ltd
Mr. Julian Wilkins	-	Director – Digicel Trinidad & Tobago
Mr. Charles Carter	-	Director – TSTT, Trinidad & Tobago
Mr. Lawrence Mc Naughton	-	Director – C&W Grenada Ltd
Mr. Lyrio Gomez	-	Director – UTS, Curacao
Mrs. Helma Etnel	-	Director – TELEM, St. Maarten
Mr. E Jay Saunders	-	Director – Digicel, Turks & Caicos Islands
Ms. Regenie Fräser	-	Secretary General – CANTO

**Full Members Present**

- 1) C&W Antigua & Barbuda Ltd
- 2) C&W Barbados
- 3) C&W Jamaica Ltd
- 4) C&W St. Lucia
- 5) Columbus Communications
- 6) Belize Telemedia Ltd
- 7) GT&T
- 8) Digicel Haiti
- 9) Digicel Jamaica
- 10) Digicel St. Kitts & Nevis
- 11) Digicel Trinidad & Tobago
- 12) SETAR – Aruba
- 13) TELEM – St. Maarten
- 14) The Antigua Public Utilities Authority
- 15) TELESUR – Suriname

## **Members Represented by Proxy Holders**

There were twelve (12) members represented by proxy:

- 1) Digicel Anguilla
- 2) Digicel Aruba
- 3) Digicel Bermuda
- 4) Digicel Bonaire
- 5) Digicel British Virgin Island
- 6) Digicel Cayman Island
- 7) Digicel Dominica
- 8) C&W St.Vincent & the Grenadines
- 9) C&W Anguilla
- 10) C&W Grenada
- 11) C&W Dominica
- 12) C&W St.Kitts & Nevis

### **1) Opening Remarks**

The Chairman welcomed all present to the 29<sup>th</sup> Annual General Meeting on behalf of the Board of Directors and the Secretariat. Special thanks and gratitude were extended to TSTT for hosting this meeting. He requested Mr. Carter to convey CANTO's gratitude to the Board and staff of Telecommunications Services of Trinidad & Tobago (TSTT).

The Chairman reported that the Notice of the 29<sup>th</sup> Annual General Meeting was circulated on 23<sup>rd</sup> November, 2012 and proposed such as being read by all members in attendance.

Members in attendance were reminded that only Full Members were entitled to vote and hold office in the Association. Any member in arrears for more than six months was not financial and the directors may order his name to be struck off the list of members whereupon he shall cease to be member of the Company. The Secretariat informed the members whose subscriptions payments were not up to date and advised that these members will not be entitled to vote.

### **2) Introduction of Directors**

*Directors at the Head Table:* Mr. Dirk Currie, Chairman (TELESUR); Mrs. Karen Bevans, Vice Chair (BTL); Mr. Davidson Charles, Treasurer (C&W Antigua & Barbuda) and Ms. Regenie Fräser, Secretary General of CANTO.

*Present at the Meeting:* Mr. Charles Carter, Director, (TSTT) (replaced Mr. Linus Rogers who retired) Mr. Julian Wilkins, Director (Digicel T&T); Mr. Lawrence McNaughton, Director, (C&W Grenada); Mrs. Helma Etnel, Director (TELEM); Mr. E Jay Saunders, Director (Digicel Turks & Caicos); Mr. Lyrio Gomez, Director – (UTS)

3) **Meeting Quorum**

In accordance to the bye-laws a quorum was established for the commencement of the meeting. The Secretary General confirmed that there were fifteen (15) full members present and twelve (12) full members were represented by proxy amounting to a total of twenty seven (27) members representing 79% of the membership.

4) **ITEM 1: Confirmation of Minutes**

The Minutes of the 28<sup>th</sup> Annual General Meeting were reviewed page by page, since there were no amendments to the minutes as presented, the Chairman moved a motion to confirm the minutes. On a motion moved by Belize Telemedia Ltd. and seconded by TELESUR, the minutes were approved as presented.

5) **ITEM 2: Matters Arising from the Minutes**

An update on the name change from Caribbean Association of National Telecommunications to CANTO was given by the Chairman. He then invited the Secretary General to report on any other the Matters Arising. She reported that there were no other matters.

6) **ITEM 3: Presentation of Committee Reports**

a) **Disaster Recovery Planning**

The Committee Chair, Mr. Howard Mollison reported that there was a low turnout at the meeting as only four (4) members were present. He reported that three (3) new members joined the committee. Following is a report on the discussions held and work plan for the next six (6) months.

**2012 Atlantic Hurricane Season**

- The 2012 Atlantic Hurricane Season officially ended Friday November 30.
- There were nineteen (19) named storms, ten (10) of which reached hurricane strength. Only one (1) developed into a major hurricane (category 3-5)
- Of the nineteen (19), four (4) (Ernesto, Isaac, Rafael and Sandy) interacted with the region. With the exception of Hurricane Sandy the storms caused little disruption in the Region.
- On October 24th Hurricane Sandy disabled 70% of the commercial power in Jamaica. Sandy also devastated the New York and New Jersey areas in the United States
- The immediate Region was spared the wrath of an above category 4 hurricane which means the region must re-double its preparation efforts.

### **Activities for 2012**

- Delivered the CANTO & GVF Disaster Preparedness & Response Summit in July 2012.
- Developed proposal in association with Globecom that could potentially reduce insurance premiums for operators.
- Proposed that non-members be allowed to be members of committees e.g.: ITU & Caricom.

### **Plans for 2013**

- Explore BCM training at the next AGM meeting
- Issue to members the disaster framework from which individual plans can be developed.
- Follow-up on Skills set data base completion.
- Develop a Disaster Framework earthquake drill procedure
- Non members to sit on Committee
- Send out to members the disaster framework from which individual plans can be developed.

He emphasized that there was great difficulty in obtaining information for the skill set database. The Committee is viewing its approach and would ask the Human Resource Committee to assist. The Disaster Module will be sent to all members within the region.

#### **b) Regulations & Emerging Technologies Committee**

The Committee Chair, Mrs. Melesia Sutherland-Campbell presented on the achievements of the committee for the last six months. She identified members of the committee who worked assiduously on committee activities as: Opal Lawton (Flow), Rafael Marin (BTL); Julian Wilkins, (Digicel T&T); Andrew Gorton (Digicel Jamaica) and Lawrence Mc Naughton (C&W Grenada). The committee achievements for 2012 were outlined and the initiatives for 2013 as follows:

In 2012, the committee's Terms of Reference were:

1. To keep abreast of developments in member countries
2. To prioritise issues and concerns of members related to regulatory developments and emerging technologies
3. Develop CANTO's position on emerging issues for approval by the Board
4. Identify areas for capacity development

#### **Committee Developments since July 2012**

Since the last report to the Board in July 2012 the activities in the region has mostly been around:

- The coveted 700 MHz spectrum – on the agenda in Antigua, Anguilla, Jamaica, Cayman, Turks & Caicos and the ECTEL countries. Dialogue continues between Regulators and Policymakers.
- Costing for termination rates, particularly Mobile Termination Rates (MTRs) as is the case in Cayman and Jamaica.
- Increasing traction for and work surrounding Local Number Portability (LNP) – workshop held for ECTEL countries in September 2012; draft rules to be passed in parliament and circulated for comments in Jamaica recently; Steering Committee meetings in Trinidad.
- Deregulation of the international market in Guyana?
- Passage of new International Telecommunication Rules (ITRs) in December 2012. ITRs specify the governance and charging for international communications. Caribbean countries have acceded to the new Rules. Specific Caribbean Government commitments to be discovered in due course.

In 2013 the Committee will focus on two (2) policy papers:

1. Transparency of Regulators' Budgets – Submitted to the CANTO Board January 2013.
2. Incentivising Investment in Broadband
  - Capable of supporting innovation and new services
  - Target at initial capital cost in particular

**Activities for next six (6) months:**

- Provide support to 'Connect the Caribbean' project as required.
- Support the Board in the exploration of 'CANTO as a Regional Roaming Hub'.
- Proposed paper on 'Creating New Spectrum Space for Broadband'
- Assessment of the meaning of the New International Telecommunication Regulations (ITRs) for the operators.

**c) Marketing Committee**

The Committee Chair, Mr. Julian Wilkins thanked his team for their efforts, he reported that the team met via conference call every month. Its main focus was to improve CANTO's website and make it more dynamic and user friendly. The committee also produced options for the annual CANTO Conference theme. He reported on the following:

## **2012 Achievements**

- Produced 3 options of the CANTO theme and submitted to the Board
- Update web page so that data can be added and changed everyday
- Improved membership link, all information based on membership has been collated and placed under membership (form, benefits, services, navigation map and members names and websites) - completed
- News area shortened, all items placed in chronological order/ Old news deleted or archived (completed)
- Updated events page with upcoming events only (work in progress) – completed

## **Activities for 2013 - next 6 months**

- Complete short term upgrades to website
- Track and monitor progress of the New website
- Continue to focus on more participation at the CANTO Conference
- Develop conference agenda – more interesting/interactive, encourage more participation
- Future “phase 2 – focus mobile website
- Committee to focus on attracting more exhibitors for the conference in Aruba

### ***Question: Members Section***

Member from Digicel Jamaica enquired whether updated paper documents are accessible on the members’ section. He stated that it should be customized in such a way so that people can find information. It was also suggested that the web site should be updated so that: (1) members will be able to upload information on the members section; (2) add documents following meeting, and (3) be more interactive.

Selling sponsorship ideas – pages with sponsorship requests should be placed on the website with the various categories of sponsorship. Put actual information and substantive benefits on sponsorship page to make it more attractive.

The Chairman promised that all these requests and suggestions will be taken into consideration when the website is up and running.

Member from Cable & Wireless Jamaica stated that the Committee should make a decision to have all documents accessible. She indicated that she noticed that the competitions only go to certain countries and suggested that it must be circulated to other countries of the region. The Secretary General reported that information on all competitions was sent to all regional organizations asking them to publish in their respective countries. She indicated that there are particular countries that follow up such as Trinidad & Tobago, Suriname, Belize and Dominica. The Secretary General stressed that there are lots of advertisements issued within the region.

There was an appeal for a standard CANTO presentation template to be produced for use by Committee Chairs for example.

Coffee Break 10.40am - Members were invited to visit the booths

d) **Human Resource Committee**

Mr. Linus Rogers, Committee Chair reported the Committee continued the work of strengthening the Secretariat Human Resource structure addressing issues in this area. He reported the accomplishments of the committee:

- Strengthening the Secretariat:
  - The Employee Handbook was completed
  - Aligned job function with job description
  - Updated contracts for employees to coincide with terms and conditions
  - Reviewed compensation for similar nonprofit organizations and peg CANTO with the industry standard
- HR Committee to collaborate with DRP Committee in an effort to set up Skill set data base so that members can identify personnel and equipment for disaster relief
- HR Committee to assist DRP Committee in obtaining information from members on disaster relief equipment, personnel so as to identify members who can help in different areas in times of disaster
- Increase participation in the Mini Telecom MBA
- Write all members and ask to sit on committees and enquire what they need the committee to address
- Ask members to identify what they would like on the agenda for the HR Forum
- Solicit Chair for HR Committee

The Chairman thanked the Committee Chairs for their respective presentations.

7) **ITEM 4: CANTO as a roaming Hub**

Director E Jay Saunders, reported that CANTO members manage individual roaming relationships with roaming partners. The cost and resources needed to manage these relationships will increase as the industry experiences phenomenal growth in new services and technologies. He emphasized that there is a need to provide a means of mitigating the whipsawing that occurs from larger carriers to the detriment of CANTO member carriers.

He reported that CANTO as a member organization will like to explore through the Regulations and Emerging Technologies Committee the following points:

1. An initial approach that would inter alia agree preferential roaming wholesale (and possibly retail) rates between CANTO member carriers.
2. Secondly to get to the 'hub scenario' where we would be in a position to offer a united front against whipsawing. Becoming a Roaming Hub for its members will create a source of revenue for the Secretariat while providing a valuable cost effective service to its membership.

8) **ITEM 5: Secretary General Report 2012**

The Secretary General, Regenie Fraser presented the Secretariat Report highlighting major objectives for 2013 as well as major achievements for 2012:

**Objectives – 2013**

- 1) Membership Growth – (Develop and execute a recruitment and retention plan)
- 2) Stakeholder Satisfaction (Improve the current score of 82.5%)
- 3) Brand Visibility and Strength (Rebranding website)
- 4) Communication and Knowledge Sharing (Canto Position Papers)
- 5) Financial Stability (Diversification of Revenue)
- 6) Strengthening Working Committees of the Board
- 7) Implementation of BIIPAC Project (4 Components)
- 8) Restructuring of the Secretariat

The Secretariat embarked on the restructuring of the Human Resources and Operating Procedures of the Organization in order to align them to better equip the Association for future growth and development. The initiative includes:

- SMART Company and Personal Objectives
- Review of Compensation Packages
- Job Descriptions
- Employee Handbook and Operations Manual
- Work Processes to ensure Business Continuity, especially in case of disasters.

The Secretary General in summary encouraged members' participation at all levels.

Following the presentation of the report, the Chairman then put the following resolution to the meeting: **Be it resolved that the Secretary General's Report for the year ended 30<sup>th</sup> September, 2012 be received and adopted.** The report was accepted on a motion moved by Digicel St. Kitts & Nevis and seconded by Belize Telemedia Ltd.

**ITEM 6: Presentation of CANTO IDB Broadband Infrastructure Inventory and Public Awareness in the Caribbean (BIIPAC) Project.**

The Chairman invited Ms. Ayanna Samuels, BIIPAC Regional Coordinator to update members on the project. Ms. Samuels reported that BIIPAC is a spinoff of CANTO's Connect the Caribbean Initiative which was created in support of the International Telecommunications Union's Connect the World theme. 78% of the Project will be funded by IDB and 22% in kind by the IDB member countries namely; Barbados, Belize, Dominican Republic, Guyana, Haiti, Jamaica, Suriname, Trinidad & Tobago. The duration of the project is eighteen (18) months. The start date is 13<sup>th</sup> February, 2013 and the work plan will be finalized during the launch. The objectives of BIIPAC are: (1) support the design of national broadband strategies in the Caribbean and (2) identify the regional aspects that need to be incorporated into these strategies to support the Caribbean as it evolves towards universality in broadband access and service,



regardless of the location (ubiquity) or the social strata (equity). This project is guided by a Steering Committee and Technical Committee.

The Steering Committee will comprise of eight (8) ministers/representatives from the IDB countries, CANTO Board, Secretary General, Regional Coordinator and Operators. The Technical Committee is comprised of experts from various countries and will be formalized during the launch. She explained the role of BIIPAC Steering Committee as:

1. Ensure the overall coordination and decision making of the project implementation
2. Facilitate cooperation among regional and national institutions in the provision of information & data
3. Inform the members' countries and stakeholders, on issues concerning various aspects of the project
4. Approve the work plan prepared by the Executing Agency (CANTO) and the tentative schedule of meetings
5. Analyze, harmonize and approve the national strategies in order to facilitate their future implementation in a regional context.
6. Recommend potential technical resources for the project (e.g. experts, information and materials, etc.)
7. Take necessary action to support the activities and the work of the Technical Committee

#### **Role of BIIPAC Technical Team**

1. National coordination of the Technical Cooperation (TC) activities with other institutions and agencies that may be involved;
2. Act as a link between the Regional Coordinator of the program and the Steering Committee (SC);
3. Meet with the TC consultants and act as a link between them and other pertinent national institutions, and provide all required information to complete their tasks;
4. Review and provide inputs on the deliverables submitted in the framework of the TC; and
5. Maintain the SC and the respective authorities informed on the development of TC, transmitting any observations, concerns and suggestions to ensure achieving the TC's objectives.

#### **Questions / Answers**

Mrs. Opal Lawton enquired how BIIPAC is going to enforce policy eg: TATT, TSTT, iGOVTT to implement broadband?

Ms. Samuel responded by stating that they would not be able to enforce same, but the government involved in the project will assist in the execution and there shall be accountability with the governments involved.

She also enquired how this project will affect existing work of CARICOM, HIPCAR and individual countries who have national ICT plans

Ms. Samuel responded that the Steering Committee will ensure that there is an audit done on utility companies.

The Chairman thanked Ms. Samuel for her contribution to the BIIPAC Project.

### **ITEM 7: Chairman's Report**

The Chairman, Mr. Dirk Currie was invited to present his report by Vice Chairman, Mrs. Karen Bevans, who took over the proceedings for this segment.

The Chairman opened his presentation by wishing everyone for 2013 good health, good spirit of cooperation, excellent inspiration, dedication and commitment to strive and work at achieving all their goals. Participants were appreciated for their support during the year 2012 indicating that the organization was able to achieve its results in 2012 due to their support. He also expressed gratitude to members of the Secretariat staff under the leadership of the Secretary General, Ms. Regenie Fräser. To his fellow Board members special thanks were awarded to them. He thanked Mr. Linus Rogers who had retired for being instrumental and supportive in the Human Resources aspects of the Secretariat. He wished him a healthy and pleasant retirement and welcomed Mr. Charles Carter of TSTT who replaced Mr. Rogers on the Board.

He reported that the Board held four (4) face to face meetings after the 28<sup>th</sup> AGM last year in St. Maarten and focused on the following areas:

- 1) Improving the efficiency and effectiveness of the Secretariat by structuring the organization and placing emphasis on performance.
- 2) Preparation of the Annual Conference and AGM was reviewed to bring them in line with the needs of all members, exhibitors and sponsors.
- 3) Evaluation results of the Conference and AGM were taken into consideration in order to restructure the set up of both events so participants could achieve maximum benefits by attending these events.
- 4) The Employee Human Resource Handbook was reviewed and amended
- 5) Roaming was another area in which deliberations were held and a working committee was instituted within the board for the development of a proposal for the benefit of the members. This committee obtains assistance from the Regulations and Emerging Technologies Committee and the Secretariat for solutions.
- 6) On the broadband project, two members of the board will keep abreast of the developments of the project and report to the Board.
- 7) One of the main objectives for 2013 of the Board is to review the governance structure of the board in relations to the Secretariat.

He explained that the Theme for this year's CANTO 29<sup>th</sup> AGM – Towards a SMART Broadband Caribbean Community can be interpreted in different ways. Each member could have its own purpose but asked members to focus on the importance of broadband development in their respective communities. He emphasized to members that they should cooperatively discuss the possibilities of what SMART Broadband development is so they can exchange ideas and decide what is best for their respective communities in achieving a SMART Broadband Caribbean Community. He remarked that the year 2013 brings different challenges to the telecommunications arena. All operators, manufacturers and players in the area of communications business will have to cope with the following issues:

- The increased effects of used devices on consumer experience in relation to customer expectation
- The increased importance of customer education in an area of availability of different devices for mobile broadband use
- The impact of M2M communications and the opportunity of this for growth in the maturing mobile market
- The challenge and opportunity to manage the exponential growth of mobile data traffic
- The impact on operators' revenue streams from OTT: Threat or Opportunity; how to deal with this?

He emphasized that CANTO will also have to focus on these areas. In closing, participants were invited to jointly and cooperatively seek solutions and ways to benefit their respective companies in an effort to strive for and achieve their goals “Towards a SMART Broadband Caribbean Community.

#### **ITEM 8: Presentation of Audited Financial Statements – 30<sup>th</sup> September, 2012**

Mr. Davidson Charles, Treasurer presented the Audited Financial Statements prepared by Panell Kerr Foster as reported in the Annual Report. He reported;

- Revenue growth by 44%
- Cashed in some of the CLICO bonds held
- \$35K loss in CLICO investment due to the discounted rate
- Surplus of 48K which improved the reserve position
- Income increase 400k due to the Annual Conference in Miami
- All outstanding taxes were paid, this issue is now settled
- The Secretariat was exempted from all penalties due to the amnesty
- The Secretariat continues to pursue its status as a non profit organization

Member from GT&T, Mr. Delreo Newman asked what is the probability of non tax status and suggested that we can go to another country where tax is exempted. Mr. Charles stated that their Attorney, advised that CANTO is not perceived as a not tax organization because the organization supports profitable organizations. With regard to moving, it was determined that the cost exceeds the benefits.

The Chairman thanked the Treasurer for his presentation, there being no further questions, a motion to accept the Audited Financial Statements was proposed by TELEM and seconded by Digicel Turks & Caicos. The motion was carried unanimously.

#### **ITEM 9: Auditors Report for the year ended 30<sup>th</sup> September, 2012**

The Chairman invited Ms. Camille Providence, Audit Manager from Audit firm, Pannell Kerr Forster, to read the Auditor's Report.

The Secretary General then read the resolution to receive and adopt the Financial Statements. The Secretary General read the following resolution. **Be it resolved that the Audited Financial Statements for the year ending September, 30<sup>th</sup> 2012 be received and adopted.** Digicel Jamaica moved that the resolution be accepted and the motion was seconded by UTS, Curacao. The motion was carried unanimously.

#### **ITEM 10: Resolution to Appoint Auditors 2012/2013**

The Chairman invited the Secretary General to read the resolution to appoint Pannell Kerr Forster as Auditors for the year ending 30<sup>th</sup> September, 2013. Be it resolved that Pannell Kerr Foster be reappointed as 2013 Auditors of the Association and that the Directors be authorized to fix their remuneration for the ensuing year. The Chairman then invited a proposer and a seconder to the resolution. BTL moved that the resolution be accepted and TELEM seconded the motion. The motion was carried unanimously.

#### **ITEM 11: Presentation for the 2012/2013 Budget**

Mr. Davidson Charles presented the 2012/2013 Budget. He reported that the budget was developed to incorporate the 5 Strategic Pillars for Sustainable Growth namely: the Brand Visibility and Strength; Communication and Knowledge Sharing; Membership Growth and Retention; Accelerate the Development of Broadband and Financial Stability. The Objectives for 2013 were outlined as follows:

- 1) Increase Membership Revenue by \$60k - recruit 15 Affiliates and 8 Full members
- 2) Achieve Net Operating Profit for fiscal 2012/13 to match 2011/12 results
- 3) Develop a plan to address stakeholders' concerns and implement during 2012/13
- 4) Revise the CANTO Secretariat HR and Operating Procedures
- 5) Implement the CANTO IDB Broadband Project

He reported the Miami conference was exceptional in 2012 and revenues for 2013 are being scaled down accordingly (overall by 8%). The key points highlighted to increase revenue were:

- Transform the AGM to mini conference (Revenue earning event)
- Cut back on training, this will be done based on members' request
- Conference in Aruba
- Increase membership fees by \$60k

Some of the major expenses highlighted in the presentation were: website upgrade, conference in Aruba; prior year investment loss \$35k (non-recurring). The Broadband Project will be of no cost to CANTO but we will work with the IDB to ensure that CANTO expenses will be reimbursed.

The Chairman proposed the resolution to accept the Budget estimates for the year 2012/2013. Digicel Trinidad & Tobago moved that the resolution be accepted and the motion was seconded by TELESUR. The motion was carried unanimously.

## **ITEM 12: Election of Officers**

Mr. Leon Williams performed the duties as Presiding Officer and led the proceedings as follows: Chairman, Mr. Dirk Currie has completed his 1<sup>st</sup> two year term in office and in accordance to by-law 7.1 was eligible for re-election for a second term. Members were invited to make nominations for this position.

### **Chairman**

Mr. Dirk Currie, TELESUR, Suriname was proposed by TELEM, St. Maarten seconded by Lime Jamaica. The nominations were closed by BTL, Belize. *Mr. Dirk Currie was re-elected for 2<sup>nd</sup> term as Chairman.*

The Presiding Officer, Mr. Leon Williams announced that the Vice Chairman, Mrs. Karen Bevans has completed her 1<sup>st</sup> two year term in office and in accordance to by-law 7.1 was eligible for re-election for a second term. Members were invited to make nominations for this position.

### ***Vice Chairman***

Mrs. Karen Bevans, BTL, Belize was proposed by TELEM, St. Maarten seconded Digicel Trinidad & Tobago. The nominations were closed by TSTT, seconded by GT&T. *Mrs. Karen Bevans was re-elected as Vice Chair.*

The Presiding Officer, Mr. Leon Williams announced that Mrs. Helma Etnel has completed her 1<sup>st</sup> two year term in office and in accordance with the by-laws 8.1 was eligible for re-election. Members were invited to make nominations for this position.

### **Director**

Mrs. Helma Etnel, TELEM, St. Maarten, proposed by UTS, Curacao seconded by TELESUR, Suriname. The nominations were closed by GT&T and TSTT. *Mrs. Helma Etnel was re-elected as Director.*

## **ITEM 13: Announcement of Host and Venue for 2014 Annual General Meeting**

The Chairman reported that to date no host was secured for the 2014 Annual General Meeting, However, discussions are being held with members from Belize and Jamaica but it is still open to suggestions from the membership.

## **ITEM 14**

The Chairman invited the Board of Directors for a group photo at the end of the session.

**Announcements**

The Chairman announced that a coffee break was in effect. Members were encouraged to visit the exhibitors' booths during that time. The Technology Update session will commence at 3.00pm. He also announced that cocktails sponsored by TSTT starts at 7.00pm.

**Conclusion**

The Chairman thanked the members for attending and their interest in the association. He hoped in going forward they can build a greater sense of commitment in an effort to achieve better results. At this point he declared the AGM as closed at 2.45pm.