



CAYMAN ISLANDS AQUATIC SPORTS ASSOCIATION

MINUTES OF A BOARD MEETING

Remote by Teams

5 April 2022

PRESENT:

Officers:

Stephen Broadbelt ("Steve")- President
Jim Fraser – Vice President (arrived 7.30pm)
Chilian Wong-Ellison – Secretary
Alex McCallum - Treasurer

PRESENT:

Directors:

Adam Butler – Director
Andrea Higgo - Director
Martin Trott - Director
Sarah Sellars – Director
Kathy Jackson - Director
Ex-Officio:
Jacky Pellerin – Technical Director
Craig Armundsen – Water Safety
Tricia MacDonald – CBAC
Chevala Burke – SISC
Romina – Artistic
Ryan Mushin – apologies
Frank Flowers – apologies
Dean Wragg - apologies

Call to Order

Steve took a roll call and called the meeting to order at 5.46pm. Conflicts of interests were noted.

Apologies

Apologies were received from Mr Frank Flowers, Ryan Mushin and Dean Wragg.

Matters arising and approval of March 2022 CIASA BOD minutes

After discussion, and on a motion duly moved, the minutes from the 15 March 2022 were approved.

President's Report

There was no update from the President. Steve informed the meeting that all topics would be covered further in the meeting.

Flowers

Mr Flowers sent an email with an update.

- Ryan Lochte is coming for the swim. We also confirmed that Coach Gregg Troy, Denny Ryther and Maureen Croes will be in attendance. And of course, our local Olympians: The Butlers, Heather Harvey, Darren Mew and Andrew Mackay. We have another special guest/athlete, Charlotte Davis, who is a world-renowned synchronized swimmer. [Charlotte Davis – Flowers Sea Swim](#)
- Finish location and ceremony will be at the Westin Grand Cayman. Depending on the direction of the current, the race will start either Kimpton or Coral Beach. Currently, we have approximately 275 people registered for the swim.
- ‘Swim Free’ (Learn-to-Swim Program) – we are still waiting to hear from the Ministry of Education regarding the integration of the program. Ministry of Sports is 100% on board.
- Gala date is not yet finalized – either Thursday (9 June) or Friday (10 June).

Martin updated the meeting and confirmed the above.

Open Water and National Swim Championships

Martin updated the meeting.

Flow has committed to carrying on their sponsorship and the Flow swim will take place 14 May 2022.

Butterfield swim is on 28 May 2022. Butterfield have designed all their tshirts for the swim.

Martin will be sending out requests for the volunteers at the end of April. Martin confirmed that there is still an interest in putting on an aquathon. Martin plans to speak with the triathlon association and running teams to work together.

Martin asked Jacky to update on the active timing details. This has been delayed as shipping from China has been delayed and stopped in some instances. Steve has asked that Jacky send him the details on the active timing system.

Martin updated the meeting with regards to recommendations for the next Nationals. The big decision is when will National Championships will take place next February 2022. Other points that were discussed:

Improved safety measures on rental equipment by assignment more volunteers (safety marshals) to oversee same; • Age groups / finals format to be reviewed by TD Jacky; • Volunteers and use of Sign Up Genius (committee with club reps); • Pool setup; and • Programmes / heat & finals sheets and use of technology.

Ollie Rush swim around the island. Martin will confirm the date of the swim that Ollie Rush around the island.

Martin confirmed that a swimmer called Brian Elliott, who used to live here, is doing the Channel swim in the summer and swam the North Sound from Starfish Point to Barkers this past weekend. Martin confirmed that the Compass ran the story earlier this week.

Artistic Swimming

Romina updated the meeting.

This month last weekend was the Caymanite Invitational. Everyone competed and it went really well.

Junior Team is preparing for Sarasota; the association meet which is coming up in three weeks. The Junior Team did the Macarena routine at the CIASA nationals during the half time show. Regarding that meet, Romina wanted to talk about the uniform. The team will be 8 athletes and one coach. They would like the red polo and track suit. Romina also confirmed that the athletes also need a swimsuit. The team is travelling on the 21 April, 2022. Andrea suggested that Romina ask one of the parents of one of the Junior Team athletes take charge of that and Andrea/Terri will be sending the information to Romina to order the gear

Romina also confirmed that they would like to take a banner to the meet and Romina informed the meeting that they designed a banner already. (Romina to send the banner to CIASA and Kathy to approve)

Romina informed the meeting that the Artistic Swimming CCCAN meet is not going to take place this year. It is sad but that is what they decided.

Youth worlds will take place first week of August 2022 in North Carolina, USA– FINA Youth Worlds: The coaches are planning to send a mixed duet of Azania and Dylan to attend.

Romina confirmed that they will be organising a fundraiser for the event in Quebec.

Steve thanked Romina for the update. Steve also requested Romina to work with Jacky with regard to the GMS entries and the budget

National Swimming Championships

Martin has updated the meeting with the post championship meeting in his report above.

Water Safety/Lifeguards

Craig updated the meeting. Various schedules has made it hard to meet during the day so Craig has suggested that we have a meeting at night.

Craig is concerned about the last item ; the setting up of a register of lifeguards and is concerned that there is some misunderstanding between the Board and the sub committee goals and vision.

Martin confirmed that he will be putting together a list of lifeguards and first responders with Craig. Craig confirmed that he is with RLSS and he has a conflict of interest regarding teaching his certification and confirming that someone who has taken another course, be a registered lifeguard. (

Chilian asked Craig whether he has been able to work with Bailey regarding the water safety website. Craig has passed on a message from Bailey to say he would like to step back from the role and have Jacky and the Board take over.

Kathy confirmed that she had been asked by Bailey to look at the website and to edit the website. Kathy confirmed that she thought Craig was working with Bailey with regards to the content. Kathy confirmed that she is happy to work on editing the final draft but any details to do with the technical content would have to be vetted by the persons familiar with the technical expertise.

Craig confirmed that the last substantive comments from Bailey was that there were some key people who were contacted to look at the website.

Steve formally asked Craig to assist with the technical content of the website. Craig agreed . Kathy confirmed that there is a conflict of interest as Kathy is employed with Dart.

Steve is concerned that the website that we have used with the sponsor money is not getting traction. Jacky confirmed that he will assist.

Medical

Steve informed the meeting that several coaches and board members have done a CPR and first aid training a few weeks ago.

Steve confirmed that we have built a new medical kit. Terri is putting that together with a pharmacist.

Kathy made a point that for the upcoming CARIFTA, it is important to remind athletes that if they are not feeling well, they need to go to the medical persons on the staff, the Team manager and not their parents. Jacky confirmed that he will not be dispensing any medicine to the athletes without asking the parents for consent if there is time. If it is an emergency then issues will be addressed accordingly

CIOC

Jacky updated the meeting .

Brett will not be participating at the Commonwealth Games. Jacky confirmed that he has submitted names. Steve informed the meeting that CIOC are looking for four athletes to take part in a Jubilee celebration on 11 and 12 April 2022. The four swimmers will have to be on camera and pass a baton. Jacky will coordinate the swimmers. An athlete will be picked from each club. Amber Barnes from Artistic Swimming will take part

Chilian informed the meeting that we have heard from Island Games committee as the Island Games was meant to take place this year but has been postponed to 2023 in Guernsey. The number of swimmers estimated to attend is 16.

Facilities

Steve updated the meeting with regards to the chiller at Lions pool and is fully operational.

Steve confirmed that a journalist is doing a story on the chiller and will have a story about how sports associations are partnering with the Department of Sports to benefit the community.

Technical Director's Report

Jacky updated the meeting.

Island Games will from 8 to 14 July 2023 in Guernsey. The Swim team will be second biggest delegation.

16 swimmers and 4 staff.

Jacky had a meeting with the coaches regarding the competitions and which ones we should attend.

The coaches decided that we will not attend UANA as it is at the beginning of June and that a bigger team will be sent to CCCAN. Jacky confirmed that he has sent the time standards for CCCAN to RTC Committee. The time standards have not changed.

Jacky informed the meeting about sending the Development team to Jamaica to the Tornadoes Invitational Meet from 13 May to 15 May 2022. Jacky informed the meeting that he has had a request from the Junior team to join the meet with the Development team meet to Jamaica.

Steve informed the meeting that we have been talking about sending the Development Team to a meet. CIASA is keen to support the Development Team and we would allocate an annual budget to the Development Team to attend an international meet. It was discussed and the Board decided that an allocation of USD

10,000 should be earmarked for the Development Team and depending on numbers, we would think of allocating a CIASA contribution of an amount (for example CI\$300) for the development athlete to use towards an international meet.

Adam is keen to support the Development and Junior Team to a meet. Kathy suggested that CIASA could allocate a certain amount to each development swimmer for them to use to a meet.

Steve is keen to get this decided and finalized that we need to give the Development Team an opportunity to go to a dedicated meet to shine.

Discussion surrounded the development team and what we as CIASA and coaches would like to see for this group of swimmers. Jacky confirmed the coaches are very keen to go to a meet for the Development Team. Jacky confirmed that the Junior and Senior Swimmers who would be considered to go with the Development Team to that meet especially if they need times for future meets.

Club reports

CBAC

Tricia tabled the CBAC report.

Tricia informed the meeting about the new CBAC Board.

Retiring board members were Adrien Royston, Dave Van Duynhoven, Fulvio Bonati and Andrea Higgo retired from the board.

New board members are Karen Osbourne, Michael Oldfield, Lauren Bulter, and Gill Owen.

Steve enquired why the 10 and under meet was on a Friday 25 March 2022? Discussion surrounded the attendance at the meet. Andrea confirmed that the feedback from all regarding the Friday day meet for the younger swimmers was very positive.

The younger swimmers, especially for new swimmers, enjoyed participating in a meet where they were not disqualified as it was an unofficiated meet.

SISC

Chevala updated the meeting. The pool will be functional soon . The high school will be having their meet this week. The new coach is going to be starting soon. Chevala informed the meeting that the Brac may be receiving an additional coach.

Steve asked Chevala if SISC may have a swimmer or two who would consider going to the Development meet in Jamaica. Chevala will confirm with

There are no updates.

SSC

There are no updates. Marz is playing squash for Cayman in Guatemala.

CARIFTA updates

Any queries regarding CARIFTA preparation? There were none.

Covid Testing

Steve confirmed that updates are being received and shared in real time

Tread for Sheilah

Kathy has enquired regarding the press release. Kathy enquired whether we would do the press release with the Swim for Sheilah logo or our logo.

Discussion surrounded how we can support Kristin in the fundraising event.

The club representatives left at 7.17pm.

Other Business

Sarah informed the meeting that she had two observations regarding the psych sheet for CARIFTA 2022. Sarah informed that Connor is still on the list to swim 50 back and Dominic is still on the list to swim 100 free.

Jim Fraser joined the meeting (7.30pm)

Treasurer's Report / Budget

Alex updated the meeting with his report. Alex is going through who has made payments ; parent contributions, supporter tshirt payments, charter payments and will be sending an updated list to everyone so we can follow up. Alex will be going through the six month financials. Alex will be using the ciasatreasurer email address from now on.

Steve enquired about the quarterly government payment.

Representative Team Committee

Andrea had no updates.

Andrea wanted to query about the clause that FINA has changed regarding a swimmer's citizenship and the world championships. Kathy has voiced out that we have to protect Caymanian swimmers and we do need to speak to government about their expectations. Steve informed the meeting that he is happy to spend some time on this issue. There is a thought that the FINA clause specifies where the athlete is born. Jim confirms that caution needs to be taken and that he agrees that the government needs to be consulted. Jacky also concurs that the government needs to be consulted.

Steve informed the meeting that some time will be spent on this as this is something FINA has changed.

RTA Agreement does have the rules regarding the rules of the Team.

1. The current [RTA](#) says at Clause 2.: The Athlete agrees that, when they are part of a Representative Team (including but not limited to when travelling with the Representative Team), the Athlete shall at all times, (m) remain with the Representative Team unless released to a Parent by a Staff Member on such terms as agreed by such Staff Member and Parent.
2. See also Appendix 2 of the RTA which says under "Accommodation": Parents, friends and relatives are asked to liaise with and inform the Staff Members with regards to all matters including visits to the Athletes at the athlete village. Under no circumstances may a parent, friend or relative remove an Athlete from the athlete village or otherwise without the express knowledge and permission of the Staff Members.

Andrea brought up the subject of the "records". Steve informed the meeting that Sheena has stepped from her role of keeping and checking the records. CIASA would like to thank Sheena for her years of keeping the records. It was discussed that it would be difficult to find someone as dedicated as Sheena. Further discussion continued to say that there should be an import/export system and using a technical approach. Furthermore CIASA wanted to look at 15-17 year old records and 18 and over records.

A records checking and approval process needs to be written up accompanied by a form to complete the record. Jacky will be distributing the forms to the coaches.
Development Team Swim Meet.

Discussion surrounded the long term plan for the development team and setting aside a budget for the team . Steve proposes to put \$10,000 towards the development team. That allocation will be used and divided amongst

all swimmers and a portion of the funds would be used to support several initiatives. A CIASA contribution will be given for the Development Team meet in Jamaica in May 2022. Much discussion surrounded giving a set amount of cash per swimmer but it was decided that we would agree on an annual allocation of \$10,000 budget towards the Development Team.

Steve emphasized that we set a long term plan which will stand the test of time.

After discussion, and a motion duly moved and seconded, the motion to approve a line item of USD 10,000 to be specifically used for international meets for the Development Team.

An email will be sent to the Development Team regarding the meet and CIASA contribution to the meet by Jacky.

Fund Development

There were no updates.

Booster Group

Sarah updated the report. Sarah informed that the golf tournament went well. The golf club had three sponsors: Dorm and Day, Trac and Broadhurst. \$7500 was raised at the golf tournament. Martin confirmed that he enjoyed the golf tournament. Cayman Islands Brewery donated a lot of prizes. Kathy has requested information from Sarah regarding the golf tournament.

Kathy updated the meeting and confirmed that a lot of PR has been following other media. For example; the following of Jordan's successes and swimming. Kathy is working with an article for the fundraising for Sheilah. Kathy confirmed that she would reach out to Kristin to confirm that we will support and assist with the fundraiser and running of the fundraiser. Kathy informed the meeting that she had had a proposal from Kevin Morales regarding his proposal for him to run some swim events. The proposal is for Kevin to cover the two sea swims that are coming up and we will then see.

Martin confirmed if we put up an event on facebook as well as put a post on facebook for all sea swim events.

Kathy suggested that we put a lot of our international and national events on facebook.

Education and Training

Adam updated the board and tabled his report.

There will be a nutrition talk tomorrow and it is last minute but it should be a great event as we are doing it by zoom and inviting junior and development pool and artistic. Chilian suggested that perhaps the overseas swimmers could be invited to such seminars/workshops.

It was decided that the food tours that have been suggested post nutrition seminar would be paid by the parents of the athletes or that CIASA decide on an annual budget for educational workshops and funds are allocated accordingly. However, further discussion took place and Kathy suggested that we do the nutritional talk on zoom and do a pilot program for two sessions with the supermarket nutrition tours. The Board discussed creating a line item for a topic annually and allocate \$1500 towards an educational topic for the athletes.

Discussion surrounded the sports psychologist from Iceland, whom Jacky has worked with. The Board agreed that this was a great idea. Jacky confirmed that CIASA need to only pay for the flight, accommodation and give a food stipend. Dr Hafrun Kristjansdottir would not charge a fee. Discussion surrounded the topic that she could do a zoom talk at first and then we look to bringing her to the island for an island meeting.

Adam brought up the topic of the need to add more officials to the roster and that we will need to do a drive for this. Discussion surrounded the topic that persons felt intimidated and that it might be a good idea to give volunteers and officials a brief synopsis of their roles.

Facilities

Steve has put a proposal to hire Harry Weber as a project manager. Harry Weber works for Living Developments (“LD”). JEC, a quantity surveying firm, will be taking the project forward and going to planning. Harry worked on the Tottenham Hot Spurs development.

The vote is for the purpose of approving the professional services provider, Living Developments and JEC for stages 1-3 of the proposal, not for the entire proposal amount, as that is subject to the final design and planning approval.

However, we are committing to a relationship with these two companies, Living Developments and JEC.

The Ministry has purported that CIASA needs to engage with local firms to bring the concept designs to reality.

Steve confirmed to the meeting that the entire agreements with JEC and LD are subject to final approval from the Cayman Islands government and its departments, and the final scope of the project and the signing of the MOU and other related agreements.

After discussion, and on a motion duly proposed and approved, it was agreed to hire LD and JEC for a price of USD 13,850 and USD 25,000 respectively, to go to the next stage.

Legal Affairs

There were no updates.

Strategic Plan and Strategy

There were no updates.

Any Other Business

Chilian informed the meeting that Kiwanis would like to partner with CIASA with waterproofing as they are on a campaign to waterproof children on island. This is a welcome partnership and we are in discussion with them..

Next Meeting

The next meeting will take place on Tuesday 3 May 2022. Jacky informed the meeting that the board room at Waterfront Centre is not available on a Tuesday evenings for the next two months. Kathy informed the meeting that we can look at booking the Dart board room.

Adjournment.

The meeting adjourned at 9.03pm.



Stephen Broadbelt
Chairman of Meeting



Chilian Wong-Ellison
Secretary of Meeting