



**CAYMAN ISLANDS AQUATIC SPORTS ASSOCIATION**

**MINUTES OF A BOARD MEETING**

**Global Captive Management Board Room**

**8 February 2018**

**PRESENT:**

**Officers:**

Chilian Wong-Ellison

Ian Lambert

Andrew Mackay

**Directors:**

Duke Sullivan

CJ Moore

Jacky Rowland

Stephen Broadbelt

**IN ATTENDANCE:**

**Ex-officio:**

Bailey Weathers - Technical Director

David Pursley – (arrived 7.27pm)

**Apologies** were received from Michael Lockwood, Michelle Bailey, Dominic Ross, Alissa Moberg, Dean Wragg and Frank Flowers.

**CALL TO ORDER**

Ian Lambert called the meeting to order at 7.06pm. It was noted that a quorum of the board of directors (the "**Board**") of the Cayman Islands Aquatic Sports Association ("**CIASA**") was present in person.

**ACCEPTANCE OF MINUTES**

The minutes of the meeting held on 10 January 2018 were tabled at the meeting. Following discussion, on a motion duly moved, and seconded, it was unanimously resolved that the minutes of the meeting held on 10 January 2018 would be approved subject to making the discussed changes.

**MATTERS ARISING**

It was discussed that the AGM will take place on 14 March 2018. The Notice for the AGM will have to be sent out in the next few days. It was discussed that this Board would recommend to the new Board that they have an AGM three months after the end of the fiscal year, 31 August 2018.

## **PRESIDENT'S REPORT:**

Ian tabled Michael's report.

The Special Olympics outing details are still being finalised.

Michael had, in his report, a list of nominated members to become lifetime members of CIASA. Michael's proposal was welcomed by the board members present at the meeting and it was agreed that the board would further discuss how to go ahead with the induction of such a large number (31) nominees.

## **SUB-COMMITTEE REPORTS:**

Ian updated the meeting with the discussions of the Flowers/CIASA sub-committee, who met last week.

Discussion at the sub-committee surrounded the allocation of responsibilities and Ian will confirm by email the details of the different responsibilities. Ian confirmed that the sub-committee meeting was a positive one.

Bailey confirmed that Canada is using this as a National qualifier so they will use for selection.

## **Open Water:**

Duke updated the meeting with a verbal report.

The aquathon date is being planned for Saturday March 17, 2018.

On that note, the subject of the website was brought as the calendar would have to be updated. The golf event is to be taken out. CJ confirmed that the name of the aquathon is to be the SeaLand Adventure Tours Ltd. Aquathon as SeaLand Adventure Tours Ltd. Is the sponsor.

Duke asked if there was a sponsorship form.

## **Masters:**

It was noted that there were no new updates to be discussed.

## **Aquatic Sports:**

It was noted that there were no new updates to be discussed.

## **Fund Development:**

Fund Development was discussed further in the meeting.

## **Nationals:**

Duke informed the meeting that planning for the Nationals was going well.

Duke informed the meeting he was working on confirmation of the computer console operators. He also informed the meeting that wind might be an issue so that we may not be able to use the tents.

The lights have been checked.

Duke confirmed that the concession stands to be manned by parents of RT swimmers. Clubs contacts are organising the timekeepers and concession volunteers.

## **Technical:**





Ian tabled the notes from the 5 February 2018 CIASA technical committee.

The new and amended FINA rules would be used and come into effect next week at the CIASA Nationals.

Ian read out loud to the board the new proposed draft Tech Suit Rule that was provided as an attachment to the 5 February 2018 CIASA Technical Committee notes. Jacky Rowland provided a further explanation of the Tech Suit Rule and suggested some revisions to the draft provided to the board. Discussion took place regarding the application of the Tech Suit Rule. Jacky Rowland agreed to take the matters discussed back to the CIASA Technical Committee for further refinement.

The budget request from the technical committee was discussed and it was agreed that the treasurer and the board would need additional details on the request.

A FINA Open water school clinic is scheduled to coincide with the Flowers sea swim and it was agreed that all CIASA members should be informed of this opportunity.

Discussion took place in regards to the CAISA Pool Technical Committee's recommendations that: *(i)* The Tech Committee should not be dissolved and require reappointments at AGMs given the nature of their work (i.e. implement "rolling appointments"); *(ii)* Establishment of separate committees for Pool, OW and Synchro; *(iii)* All members for pool committee be J2s or above.

It was agreed that there would be a CIASA Pool Technical Committee and a CIASA Open Water Technical Committee and that each committee would report directly to the Board of Directors. It was agreed that a separate Synchro CIASA Technical Committee was not necessary at this time. It was unanimously agreed and resolved that Bailey Weather's motion be approved and that Colleen Williams and Pat McCallum be approached to chair or co-chair the CIASA Open Water Technical Committee. It was agreed that the make-up of the CIASA Pool Technical Committee would remain the same with volunteers demonstrating their interest to be a member of this subcommittee by signing up at the Annual General Meeting or emailing the board after the AGM.

#### **Medical/Lifeguards/Safety:**

It was discussed that Stephen Broadbelt or someone on his staff would conduct a first aid course on 28 April, 2018. An email will need to be sent to the CIASA Pool Technical Committee to inform their officials that the course is being offered on that day.

#### **CAYMAN BRAC:**

The pool is scheduled to open very soon.

Discussion surrounded the May 5 Sprint meet in the Brac. The CIASA board agreed that it would be excellent to support the Brac by having Grand Cayman swimmers compete at the meet. CIASA asked David Pursley and David agreed that he would reach out to the other Clubs to look into taking swimmers and a team to the meet.

An email will be sent to the clubs to request that they strongly consider attending this swim meet.

#### **SPECIAL OLYMPICS:**

The Special Olympic Beach Games will take place in March 2018. Details to be finalised.

#### **CALENDAR/WEBSITE:**

The calendar and website continue to be updated when further and better information is provided to CIASA (specifically Michael and Bailey).

#### **TECHNICAL DIRECTOR'S REPORT:**

Bailey tabled his report.

Discussion surrounded Stingray and CBAC going on a joint yards meet in April 2018 to Tampa, Florida. At present there are no estimated numbers.

## **CLUB REPORTS**

### **Camana Bay Aquatic Club**

No report was submitted

### **Seven Mile Swimmers**

No report was submitted

### **Stingray Swim Club**

David updated the meeting with a verbal report.

David informed the meeting that he did not have much to report other than the joint Stingray/CBAC travel meet in April 2018.

David confirmed he is organising a training trip in July 2018 for the Stingray Junior team to Colorado.

Ian informed the meeting that Kathy has asked for a meeting with Michael and Ian and that this will take place next Monday or Tuesday.

*David left the meeting*

## **TREASURER'S REPORT**

Andrew updated the meeting with a verbal report.

Andrew informed the meeting that the KPMG partner is set to review of financial statements next week.

## **SUB-COMMITTEE REPORTS:**

### **Representative Team Committee:**

Ian tabled Michelle's report.

Discussion surrounded the appointment of Assistant Team Manager for CARIFTA 2018. The RTC report informed the meeting that there had been three applicants for this position.

Following discussion and on majority, it was resolved that the 2018 CARIFTA Assistant Team Manager be Fulvio Bonati, as per the RTC recommendation. CJ asked that the minutes show that he did not vote in favour of Fulvio Bonati being the 2018 CARIFTA Assistant Team Manager.

Bailey informed the meeting that the team manager of the synchro CARIFTA team is willing to pay her flight if CIASA can help with the on-ground costs such as hotel, food and transport. Following discussion, it was unanimously agreed and resolved that CIASA would provide coverage for accommodation, food and land transportation for the synchro team manager.

Discussion surrounded transportation and that enquiry had been made by Chilian as to the cost of hiring a coaster bus for the team. The cost would be USD 250.00 per day.

Budget for CARIFTA 2018 was discussed and it was agreed that a budget be put together forthwith with Andrew taking the lead in preparing same.

## **Public Relations:**



Steve updated the meeting with a verbal report. The Awards were featured in the Cayman Compass, as well as Cayman Sportbuzz.

UANA coverage was good and covered by Cayman27 and Cayman Sportsbuzz.

### **Fund Development:**

CJ updated the meeting with his report.

CJ informed the meeting that CIASA is in the final round of candidates as a sponsor recipient from Flow.

Ian asked that all board members look at CJ's draft report for comments and observations.

Bailey informed the meeting that David Ebanks is trying to secure sponsorship from his employer in the UK to provide sponsorship funds for Commonwealth 2018.

### **Booster Group**

Jacky updated the meeting with a verbal report.

The gala was very successful with circa 190 attendees. Synchro swimmer parents were in full support of the gala.

Jacky does not have exact figures yet but informed that meeting that the gala made approximately CI\$7000.00.

CJ made inquiries as to why various Cayman national teams were not recognized at the gala. CJ was advised that the issue had been raised by another CIASA member and that the matter will be considered for next year's gala.

Jacky confirmed that the CIASA Golf tournament had to be cancelled due to the fact that we did not have a member step forward to take on the leadership role of organizing the event and the scheduled date was fast approaching.

### **50m Pool Committee**

Steve informed the meeting that the Tuesday meeting with the Minister had been cancelled and had been rescheduled for 20 February, 2018.

### **Insurance:**

Ian sent a 30 January 2018 report/email updating the clubs and the board on CIASA's insurance coverage and provided them with copies of the: (1) XL Catlin Sport & Leisure Combined Liability Insurance Policy [Form SLC 02/15 – CIC(UK)L]; (2) XL Catlin Sport & Leisure - Sports Governance Insurance [Form SLA010315C]; and (3) 5 May 2017 XL Catlin Insurance Schedule for CIASA and it's member clubs [Policy No: 1339974]. The report/email provided the following summary -- CIASA along with the three member clubs (Stingray Swim Club of Cayman, CBAC and SMS Swim Club), 500 Member Individuals, 5 Member Coaches and 30 Officials (together referred to as the "CIASA Members") have insurance coverage (as set out in the attached documents) for the period from 10 March 2017 to 9 March 2018 with Catlin Insurance Company (UK) Ltd.. The total cost of the insurance to CIASA is US\$6,772.56 per year. The coverage includes an estimated 61 events and includes all sea swims, pool events, practices, fund raising events and galas.

Today Ian sent an email to the clubs and the chair of the technical committee requesting information on current and future membership numbers for insurance purposes. Discussion took place on how the board is to cover the US\$6,772.56 per year for insurance and the implementation of higher annual CIASA club and CIASA swim school membership fees.

Ian to email the CIASA swim schools regarding matters surrounding CIASA membership fees and insurance.

### **Athlete Protection:**

Ian has been communicating with the Cayman government regarding the scheduling of the required Child Protection training for volunteers of sports organizations. Ian anticipates receiving dates for the training shortly.

Ian sent the three CIASA clubs, the three Club Child Protection Officers (Andrea Kilam-Higgo, Sarah Sellars and Adam Roberts) the chair of the CIACA Technical Committee, CIASA's Technical Director and the CIASA board a report/email on 26 January 2018 attaching the Child Abuse Prevention Policy for National Sports Associations and reminding them that it is mandatory for all coaches, volunteers, time keepers and officials to complete the Child Abuse Prevention Training.

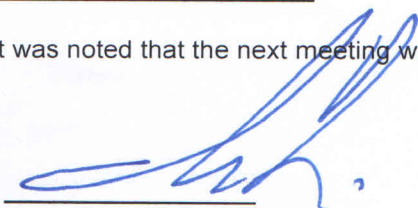
Ian advised the board that he would report to the board as soon as he hears back from government in relation to the scheduling of the training.

**Strategic Plan**

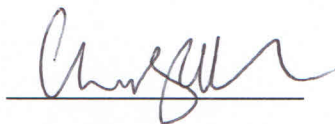
It was noted that there were no new updates to be discussed.

**DATE OF NEXT MEETING**

It was noted that the next meeting would be on 7 March, 2018. The meeting adjourned at 10.20pm.



**Ian Lambert**  
**Chairman of Meeting**



**Chilian Wong-Ellison**  
**Secretary of Meeting**