



CAYMAN ISLANDS AQUATIC SPORTS ASSOCIATION

MINUTES OF A BOARD MEETING

Crighton Building, Crewe Road

16 January 2019

PRESENT:

Officers:

William Balderamos
Andrew Mackay
Chilian Wong-Ellison

IN ATTENDANCE (ex-officio):

Dean Wragg
Bailey Weathers
Lynne Walton
Andrea Kilam-Higgo
Anup Itwar and Jinky Castenada (Flowers Group)

PRESENT:

Directors:

Stephen Broadbelt (arrived 6.39pm)
Sandy Hew
Duke Sullivan
Michelle Bailey

APOLOGIES:

Frank Flowers
Michael Lockwood
Marlene West

CALL TO ORDER

William Balderamos called the meeting to order at 6.31pm with a prayer. 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 12 December 2018 was tabled at the meeting. Following discussion, on a motion duly moved, and seconded, it was resolved that the minutes of the meeting held on 12 December 2018 be approved with the changes discussed.

MATTERS ARISING

It was noted that there were no matters arising from the minutes of the previous meeting of the Board.

PRESIDENT'S REPORT

William tabled a copy of Michael's report.

The meeting discussed the proposal to name the CIASA Community Service Award the Penny MacDowall Community Service Award. Duke to email Rod regarding this and copy ExCo.

William informed the meeting that the insurance is up for renewal. William confirmed that he has emailed all the clubs the to confirm member numbers.

Discussion continued regarding Swim school members and that they are advised to register with CIASA to compete in CIASA events.

William will check with Nigel at AON regarding coverage for visitors who compete in CIASA sanctioned swim meets.

Bailey informed the meeting that any visiting swimmers need to have confirmed that they are registered with their federation and present evidence of such (through an id or letter).

CARIFTA 2019 is to be discussed later in the Representative Team Committee section in the meeting.

SUB-COMMITTEE REPORTS

Flowers Sea Swims

Anup and Jinky updated the meeting with the planning of the Flowers sea swims in June. Anup informed the meeting that Jinky will be taking a more active part in the role of Flowers sea swim co-ordinator. Anup confirmed the one-mile swim will take place on Saturday 15 June 2019 and the current route is the Ritz to Kimpton. The 5K will be replaced by a 3K event (which will be a UANA Masters event). This year the UANA youth events will not take place in Cayman.

Cayman Brac 800m event is still currently under discussion. Anup has asked if CIASA through Michael and William would assist in the discussions.

Anup informed the meeting that the Walk and Watch one mile will be named the Penny MacDowall Walk and Watch with Rod's consent.

This year, the Flowers Gala Dinner will be organised by and in benefit of Special Olympics.

The list of athletes is still being discussed and worked on but Anup confirmed that Anthony Irvine and Davis Tarwarter will be attending the events in June along with Jessica Long and Rebecca Meyers as Paralympic swimmers.

The Flowers sea swim planning committee meetings will start in February; Duke, William and Bailey will be invited to the meetings.

Anup and Jinky left the meeting at 7.03pm

Open Water

Duke updated the meeting with a verbal report.

In the CUC swim last weekend, we had 111 swimmers swim the 800m and 14 swimmers take part in the 400m swim.

We have had some great PR on the CUC sea swim and the swim made front page of the Cayman Compass.

Discussion surrounded the dates for the Aquathon. Duke informed the meeting that we still need to settle payment to 345 Club for last year. The proposed dates for the next Aquathon are 23 March or 30 March. Duke is to speak to CJ Moore of SeaLand Adventure to confirm a date.

The next Open water event is the CIASA 5K on Saturday 23 February 2019.

Bailey to speak with a timing company to determine if their electronic timing system is viable for the Canadian Trials event to be held 28 April 2019.

Aquatic Sports

There were no updates.

Cayman Islands National Swimming Championships

Duke updated the meeting with the planning of the Championships.

Duke confirmed that Jordan Armenise will be at the pool on the Saturday of the Nationals and we will need a commentator; it was suggested that Kirk or Bailey be the commentator.

Eva Moore will be liaising with the sponsors and government to obtain flags. Duke confirmed as Meet Director.

It was suggested that we have a National Championship logo. This will be looked into.

Duke informed the meeting that the Mrs Neblett will be overseeing the concession stands for the four days. Chilian suggested selling the spare CARIFTA gear (especially tshirts) at a reasonable price. Sandy to look into t-shirt press equipment for CIASA.

Technical / FINA

William informed the meeting that Michael has reached out to Olive Balderamos to ask if she could chair the Technical Committee. Olive has agreed to do so till the end of the CIASA year (ie/ the next AGM)..

Olive will be forming a committee with officials such as Dean, Faith, Jo, Jacky and Michelle.

The meeting discussion surrounded the need to have more officials trained and on deck. The committee could look at running clinics to inform interested parties of what it is to become an official and the steps to be taken. Michelle informed the meeting that that there were some officials who simply needed to be approved and had been shadowing or are fully qualified. The Technical Committee would have to call a meeting to approve these said officials.

Medical / Lifeguards / Safety

Steve informed the meeting that an oxygen tank has been purchased for CIASA. Bailey will keep the oxygen tank. It must be noted that currently the oxygen tank does not have air in it; so it will have to be taken to the 'oxygen' places to 'buy' air (Pure Air was suggested). It was also noted that the oxygen tank is a flammable item.

CAYMAN BRAC

William updated the meeting with a verbal report. William confirmed that Delroy Bodden would liaise with Chevala Burke in order to complete the club registration forms for the Brac Team.

The National Championship Summons has gone to the Brac and CIASA is letting the Brac swimmers swim all their events on Saturday and Sunday of the Championships.

SPECIAL OLYMPICS

Bailey informed the meeting that he will meet with Jessica and Ryan after Penny's memorial service on Saturday to discuss the program for Special Olympians. Bailey informed the meeting that Kirk and Alissa are helping with lessons presently.

CALENDAR / WEBSITE

It has been noticed that the LVK meet is in the May group calendar and needs to be moved to the June grouping.

TECHNICAL DIRECTOR'S REPORT

Steve updated the meeting with the trailer research. He informed the meeting that an aluminium trailer will cost around USD 9,000.00 and this is before shipping and duty costs. It was advised that the difference in cost related to the materials used to build the trailer frame and it was recommended that we look for a used one.

Chilian to keep an eye on trailers on Ecaytrade.

Bailey informed the meeting that FINA has approved our request for the funding that they give to federations. The plan is use some of the funds to purchase underwater cameras. Bailey informed the meeting that some of the funding has been used for the Artistic Swimming Camp which took place at the beginning of the year.

Bailey informed the meeting that the PanAm qualifier period ends on 30 April 2019.

Bailey informed the meeting that he has send an email to the Clubs regarding the following: 1. if records are broken off island then a form has to be filled out and a proof of the times need to be produced. (not meet managers file as that can be tampered) 2. Off island meets: Letter of Certification must be requested from CIASA. Athlete protection must be a focus.

It must be reiterated to the clubs that all adults who are going as chaperones must have had background checks by the clubs.

Any other Business:

Andrea updated the meeting with a verbal report: CBAC continues to iron out the transition. CBAC has 15 new swimmers and are now offering new beginner and intermediate classes for adults beginning next week. Alissa has offered a beginner synchro camp. Kirk is on island till 28 March 2019; 165 participants in Coconut Cup (including 2 visiting masters swimmers); 250 spectators at the Christmas synchro show. Many swimmers were off island so not many swimmers at the meet in the first week of January.

Duke suggested a Relay Carnival for all three clubs. This is a great suggestion to create a fun event where clubs can be mixed up and the swimmers can swim with other club swimmers. Dates will be explored.

Lynne informed the meeting that coach Neil is leaving the island for personal reasons and Stingray Swim Club are currently recruiting for his position.

The club representatives left at 8.00pm

TREASURER'S REPORT / CIASA BUDGETING

Andrew updated the meeting and tabled his report. Our operating account is OK and looks positive.

2017 financial statements are finalised and will be sent to government.

31 August 2018 financials will be done by KPMG.

It was discussed that some of the President's expenses will be reimbursed for attendance to some events upon request and approval from the board. This is to be discussed further.

SUB-COMMITTEE REPORTS

Representative Team Committee

Following discussion, on a motion duly moved, and seconded, it was resolved that the updated National Development Team be approved.

Following discussion, on a motion duly moved, and seconded, it was resolved that the updated Junior Team be approved.

Sandy and Michelle discussed the CARIFTA gear.

Discussion surrounded how gear will be tackled going forward. This issue has arisen particularly in the light of two factors from last year's CIASA events:

1. Number of athletes attending CIASA events has increased from years past, which we are delighted with.
2. Gear tend to be discontinued after a year or two making it difficult to order the same thing over the years.

The consensus would be that CIASA will design, buy and own gear which CIASA will own; more specifically the track suits will be items which CIASA will give out and loan out for CIASA events. Loaned out items will have to be paid for if lost or damaged. Swimmers will be able to keep meet specific events, National Team polo shirt (which could be used for a few CIASA meets), caps, and swim bag.

The track suits itself would cost \$7000 to \$9000 to buy but in the long run would cost less if we own the track suits and loan them out.

Sandy is enquiring with Brendan Touhey' company, Scimitar and also with the company that SMS uses for its gear.

Michelle informed the meeting that at present CARIFTA only has one or two artistic swimming teams taking part. CIASA will have to decide whether or not we send an artistic team to CARIFTA or whether they attend a meet with more competition.

Michelle also informed the meeting that it was discussed that the artistic swimmers should be allowed a subsidy, similar to the one received by the swimmers for a rebate towards their technical suits. Further discussion is to take place with regards to the amount for the rebate.

The meeting discussed the possibility of the parental contribution being increased this year due to CARIFTA's venue of Barbados.

Public Relations / Media

Steve confirmed that he had used an underwater camera to film the most recent sea swim. The footage was good although hard to film amidst the flurry of kicking legs and feet in the water at the start of the open water races.

Steve was pleased to inform that the CUC open water swim made front page of the Cayman Compass.

Fund Development

Katie updated the meeting verbally.

Katie received the presentation from CJ and his sub-committee.

Katie asked the meeting for all documentation from the past to be sent to her. Her plan is to look at the creation of sponsor levels: Platinum, Bronze, Silver and Gold. Katie is also looking to create Value Packets.

The application and letter to government regarding CARIFTA is being finalised.

There is a plan to approach Sarah Sellars at Yello.

Booster Group

Sandy tabled her report.

Raffle tickets will be distributed on Friday 18 Jan 2019 and throughout the weekend of Pete Ribbins Memorial Meet.

It was agreed that Senior swimmers would be asked to sell tickets

The Movie Night date is yet to be decided.

The Games social is also being worked on.

Booster committee is also looking into the golf fundraiser and coordinating efforts with fund development in order to set a date.

Facilities

Stephen updated the meeting verbally.

Memorandum of Understanding has been drafted and is being finalised.

We are experiencing delays with the architect. The architect has not been in contact or contactable.

Steve informed the meeting that he was given a site tour of Kingston Aquatic Centre. The main problem the aquatic centre experiences is that the pool being too hot.

The meeting discussion surrounded the need to have a project manager to co-ordinate this project. Bailey will speak to Christine Maltman and see if she has any interest in the role.

CIOC

Bailey is working on the four-year plan with the CIOC.

Strategic Plan

Bailey and William will meet with regards to the Strategic Plan.

ANY OTHER BUSINESS

It was noted that no officials have currently applied to officiate at CARIFTA 2019 and the application deadline to submit is 18 January 2019. Applications should be addressed to the Technical Committee for consideration.

CIASA will need to be proactive with Safesport and athlete protection.

Bailey will be attending a Safe Sport leadership conference in Colorado Springs, Colorado held 31 January and 1 February 2019. The conference will explore a holistic approach to abuse prevention in sport and cultivating healthy, positive, and inclusive swim clubs and other youth-serving organizations.

NEXT MEETING

It was agreed that the next meeting of the Board would be on Tuesday 12 February 2019.

ADJOURNMENT

The meeting ended at 9.53pm.



William Balderamos

Chairman of Meeting



Chilian Wong-Ellison

Secretary of Meeting