



CAYMAN ISLANDS AQUATIC SPORTS ASSOCIATION

MINUTES OF A BOARD MEETING

Global Captive Management Board Room

7 March 2018

PRESENT:

Officers:

Chilian Wong-Ellison
Ian Lambert (arrived 6.40pm)
Andrew Mackay
Michael Lockwood

Directors:

Duke Sullivan (left 9.25pm)
CJ Moore
Jacky Rowland
Stephen Broadbelt
Michelle Bailey (left 9.14pm)

IN ATTENDANCE:

Ex-officio:

Bailey Weathers - Technical Director
Kathy Jackson
Dean Wragg

Apologies were received from Alissa Moberg and Frank Flowers.

CALL TO ORDER

Michael Lockwood called the meeting to order at 6.37pm. 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 8 February 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 8 February 2018 would be approved subject to making the discussed changes.

MATTERS ARISING:

There were no matters arising.

PRESIDENT'S REPORT:

Michael tabled his report.

Michael reminded the meeting that reports will need to be submitted prior to the AGM next week.

It was discussed that the application from Darren Mew Sports & Fitness Ltd had been submitted to become a registered swim school.

It was confirmed by Ian that discussions were currently taking place with AON regarding insurance with regards to swim schools.

Following discussion, it was unanimously agreed and resolved that the application from Darren Mew Sports & Fitness Ltd to be a registered swim school with CIASA, be approved.

Michael informed the meeting that Bailey, on behalf of CIASA, had applied for a funding request to FINA (for the FINA Development Programme) in the hope of getting funding for various initiatives. Bailey will be following up with FINA with regards to the application form.

Michael had, in his report, a list of nominated members to become lifetime honorary member of CIASA. Michael asked the Board to consider the list of nominees. Extensive discussion took place around the said list of nominees.

Following extensive discussion, it was unanimously agreed and resolved that past Presidents of CIASA, original founders of CIASA, swim Olympians, including Special Olympians become lifetime honorary members of CIASA.

It was discussed and decided that the Board would revisit the list next year.

Michelle raised a query with regards to the upcoming AGM. Michael confirmed that the upcoming AGM will go by the rules from the former Memorandum and Articles. As resolved last month, the fiscal year will be shortened to 31 January 2018 to 31 August 2018, in line with the new and current Memorandum and Articles. As a result, there will be two AGM's this year; and the next AGM will take place within three months of the end of the fiscal year of 31 August 2018. At the 14 March AGM, the directors will be elected until the next 2018 AGM, which will likely take place in November 2018, whereby the rules of director rotation will be applied.

SUB-COMMITTEE REPORTS:

Duke updated the meeting verbally regarding the meetings and discussions of the Flowers/CIASA sub-committee.

Duke informed the meeting that the sub-committee meetings have been going very well. The planning is ahead of last year's planning. Duke confirmed that the responsibilities and tasks have been established, allocated and agreed upon. Duke also informed the meeting that Cayman national and Dart may not sponsor the events of this year surrounding Flowers and UANA events in June

Michael asked if we could see minutes from the sub-committee meetings. Michael also confirmed that CIASA is to be the liaison between Flowers and UANA.

Michael brought up the subject of the visiting Olympians and would like to see the Cayman swimming and aquatic sports community maximise the time that they have with them; organisation of clinics and pool visits to the various age groups training at the three different clubs; perhaps even a visit with the swimmers from the learn to swim programs. Michael asked the sub-committee to discuss this with Mr Flowers and his team, as well as the coaches of each club. It was emphasised that the clinics and visits do not have to be too extensive and time consuming; the visits do not have to be extensive but could last one hour maximum. This would give an opportunity for the visiting Olympians to meet swimmers of all ages and the impact of an hour-long visit could mean a lifetime for those swimmers.

Open Water:

Duke continued and updated the meeting with a verbal report on Open Water.

Duke confirmed that the aquathlon is taking place at Governor's Beach on Saturday 17 March.

Duke confirmed that he was following up with Flow and Butterfield with regards to the upcoming half mile sea swims.

Michael raised the question to Dean of whether a trailer was in the horizon. Dean confirmed that the trailer he had earmarked for CIASA was no longer an option. It was suggested that we should keep an eye on eay as trailers are occasionally advertised on eay. Currently the CIASA open water materials are kept with the Flowers Group storage and Michael enquired on whether this could be a medium to long term solution until CIASA could find or be donated a trailer.

Discussion continued around the upcoming Aquathlon and Penny's query on payment if her swimmers were only doing the swim part of the Aquathlon. It was agreed that they would just pay \$25 for the swim part of the Aquathlon.

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:

Michael thanked Duke and Bailey and all the officials and volunteers who made the Nationals a success. Discussion surrounded the conception and existence of the Nationals and how the championship meet mimics CARIFTA in the format as much as possible. Discussion continued with regards to the format and timing of the Nationals. Further discussion continued with the possibility of forming a sub-committee to discuss the Nationals and formatting.

There had been an issue with results not being posted. Steve reiterated how useful it would be to get the Nationals on Meet Mobile. This will be considered.

Technical:

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

Medical/Lifeguards/Safety:

It was confirmed by Michelle and Chilian that Dr Boothe and his team will be donating their time on 10 March and 17 March to conduct ECG's and medicals. We are grateful to HAS, Dr Boothe and HSA staff for their donation of equipment and time.

CAYMAN BRAC:

The update on the pool is that it won't be opening and ready till October 2018.

SPECIAL OLYMPICS:

The First Annual Special Olympic Beach Games will take place this Saturday 10 March 2018. RT swimmers have been emailed and encouraged to give back to the community and go and help or participate in the Games taking place on Saturday 10 March 2018. Michael and the Board felt strongly that the RT swimmers be involved in this event.

CALENDAR/WEBSITE:

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

TECHNICAL DIRECTOR'S REPORT:

Bailey tabled his report.

Bailey informed the meeting about the FINIS offer.

CLUB REPORTS

Camana Bay Aquatic Club

No report was submitted

Seven Mile Swimmers

Dean updated the meeting with a verbal report. He informed the meeting that SMS was planning to attend Winterhaven meet in Florida in April 2018

Stingray Swim Club

Kathy updated the meeting with her report.

Kathy spoke of Coach David's friend, Dr Justine Schultz, who was visiting the island and came to speak to the Stingray team. She was very inspiring.

Kathy informed the meeting that David was still planning on working on the Spring League Championships for next year.

Michelle had a query for Kathy as the upcoming CCCAN (June 29th to July 3, OW 4th-6th) trip has some overlap with the summer training trip to Colorado, which David has planned for the team. Kathy replied that if any swimmers were to attend CCCAN that they would accommodate those swimmers and they would miss one or two days of the training camp.

Kathy and Dean left the meeting

TREASURER'S REPORT

Andrew updated the meeting with his report.

Discussion surrounded the budget and the sea swims and it was agreed that perhaps a revisit of this process should take place.

Currently the parent contribution is looking to be about 13%. The general thought is that a parental contribution of 20% or 25% would not be considered unreasonable.

The budget should be clear on what percentage of funds is targeted towards grassroots initiatives.

The budget for the technical committee was discussed and it was agreed that the current figure of \$6,000 be revisited.

It is important to note that the Learn to swim programs will cost approximately \$127,000.00 yearly.

SUB-COMMITTEE REPORTS:

Representative Team Committee:

Michelle updated the meeting with a verbal report.

Following discussion, during email exchanges, on a motion duly moved and seconded, it was ratified that the CARIFTA 2018 team is hereby affirmed and ratified.

Discussion surrounded the synchronized swimmer, Madison Van Duynhoven, who has injured herself and has been told that she won't be able to do synchro and take part in CARIFTA 2018.

Several options were suggested and discussed and upon discussion, on a motion duly moved by majority and seconded, it was resolved that Madison would travel and stay with the team but stay with her mother whilst her mother was in Jamaica.

Discussion surrounded the suit allowance and following discussion, it was unanimously agreed and resolved that the suit allowance of CI\$180 for male and CI\$230 for females be approved.

The subject of ECG's and medicals was brought up and it was noted that the Board is very appreciative of the donation of HSA, Dr Boothe and the staff at HAS for donating their time to conduct the ECG's and medicals for the CARIFTA 2018 Team. It was noted that this year a bigger contingent of swimmers was on the rota as the former had not had an ECG/medical done last year. Discussion surrounded the frequency of such tests and it was noted that we would take professional advice on the subject matter. It is important to note that the ECG and medicals are not mandatory for CARIFTA. The kind donation of time and equipment to conduct ECG's and medicals was offered to the CARIFTA team several years back and has been continuing. The Board agreed that this subject will be revisited and discussed in the coming year.

Public Relations:

Steve updated the meeting with a verbal report.

The meeting was informed that the Nationals had the best coverage on Radio Cayman.

Steve informed the meeting that he was in the process of organising a press release photo with the Minister for the CARIFTA 2018 team.

Fund Development:

CJ updated the meeting with a verbal report.

CJ confirmed CUC's sponsorship earmarked for CARIFTA.

CJ also confirmed that the government request was being completed this week.

Booster Group

Jacky updated the meeting with a report.

Michael brought up the subject of reviewing the awards and personalising them to say CIASA. Whilst on this subject, it was agreed by the Board that the awards at our gala would be reviewed and revisited.

Michael thanked Jacky for her dedication and hard work as Chair of the Booster committee and requested that a transition summary and guideline be drafted ready to be handed over to the new Chair of the Booster committee, with regards to the booster events such as the golf day, movie event, gala, and raffle.

50m Pool Committee

Both Michael and Steve updated the meeting with a verbal report. Michael and Steve met with the Honourable Minister Juliana O'Connor-Connolly and discussed the four site options for the 50-metre pool. The Minister agreed with the Board's recommendation.

The board discussed the executive summary. The Minister has asked for the business and marketing plan to that the plan can be presented to the caucus.

Michael informed the board that he would be circulating the business and marketing plan for comments and changes.

Steve informed the meeting that the next steps would be architectural costs, 3D renderings, planning application fees and building permit fees.

Insurance:

Ian updated the meeting with a verbal report.

Currently CIASA has membership of about 500 members with three CBAC coaches, three SMS coaches and two Stingray coaches.

Discussion surrounded the swim schools and their inclusion in the CIASA umbrella insurance and that we would enquire with AON about the costs of this happening as discussed during the President's report.

Ian informed that meeting that CIASA fees would have to be discussed once the Board has all the figures at hand.

It was decided that Ian will email the CIASA swim schools regarding matters surrounding CIASA membership fees and insurance.

Michael thanked Ian for his work on the insurance. Michael also thanked Ian for the dedication and hard work as Vice President of the Board, CIOC CIASA representative, Child Protection Officer and his continuing work in the open water swims.

CIOC:

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

Athlete Protection:

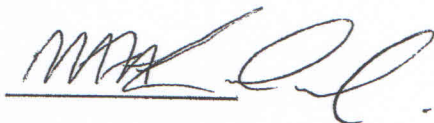
Ian informed the meeting that CIASA had sent volunteers to the childhood training sessions which were offered two weeks ago. Unfortunately, two sessions had been cancelled and the new dates for rescheduling had not yet been confirmed.

Strategic Plan

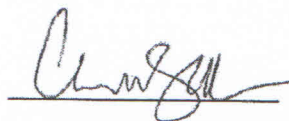
It was noted that there were no new updates to be discussed.

DATE OF NEXT MEETING

It was noted that the next meeting would be on 9.45pm. The next meeting would be set after the AGM on 14 March 2018 with the new Board.



Michael Lockwood
Chairman of Meeting



Chilian Wong-Ellison
Secretary of Meeting