



CAYMAN ISLANDS AQUATIC SPORTS ASSOCIATION

MINUTES OF A BOARD MEETING

Global Captive Management Board Room

9 May 2018

PRESENT:

Officers:

Chilian Wong-Ellison

Andrew Mackay

Michael Lockwood

William Balderamos

Directors:

Duke Sullivan

CJ Moore (arrived 6.37pm)

Sandy Hew

Stephen Broadbelt

IN ATTENDANCE:

Ex-officio:

Bailey Weathers - Technical Director

Jo Sinclair

Dean Wragg

Kirk Ermels – (arrived 7.30pm)

Apologies were received from Michelle Bailey

CALL TO ORDER

Michael Lockwood called the meeting to order at 6.35pm 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 April 2018 were 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 April 2018 be approved subject to making the discussed changes.

MATTERS ARISING:

There were no matters arising.

PRESIDENT'S REPORT:

Michael tabled his report.

Michael informed the meeting that he plans to attend the CCCAN Championships in Aruba in June 2018 and plans to use personal funds to do so.

William and CJ attended a meeting with the Lions Club of Grand Cayman regarding the Aquatic Centre (details to follow).

William and Andrew attended a meeting with representatives of the Ministry and Department of Sports regarding funding of CIASA and the child protection legislation (details to follow).

SUB-COMMITTEE REPORTS:

Bailey updated the meeting with the documents from the Flowers Group meetings.

The itineraries for June 15 and June 18 events are attached to the minutes.

The open water clinic has been approved by FINA and Mr Denny Ryther will be the instructor for the clinic.

Open Water:

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

Duke informed the meeting that FLOW would like to increase the sponsorship and that the process has begun for this to happen. The FLOW sea swim on Saturday is all set to go. Steve and Duke informed the meeting that we will be trying a few different things this time around with the scaffolding and the filming of the race with the drone. Duke informed the meeting that we are hopeful our numbers will be steady despite having the Lions sprint meet that running that morning.

Masters:

CBAC have reported that Master's attendance fluctuates between 10 to 17 swimmers. There seems to be a fair commitment from the swimmers as they are gearing up for Flowers Sea Swim

Aquatic Sports:

CBAC have reported that some members of the artistic swimming (synchro) team will be headed to Walnut Creek, California (17-21 May) for a competition geared towards high-level swimming. Swimmers will also be given a private clinic led by former Olympian and Olympic coach, Tammy McGregor. The Spring Synchro Show is scheduled for Wednesday 20 June 2018 at Royal Palms Beach Club.

Nationals:

Michael informed the meeting that invoices will need to be settled and that the meet report will have to be written.

Duke brought up the dates and possibly deciding on dates for Nationals next year. It was noted that Easter will be later next year; 21 April 2018. Ash Wednesday is 6 March 2019. Discussion surrounded the possibility of having

the Nationals before half term break. Planning will start on the event especially surrounding the securing of dates for the championship event.

Technical:

William proposed to have Olive Balderamos (see email) be Acting Chair of the Technical Committee.

"I have approached Olive Balderamos as a candidate to chair the Technical Committee. I believe her past history in this role has served CIASA well. I also believe in succession planning and ensuring that the continuity of knowledge gained in this role is passed down. I understand Bailey is currently the point of contact with FINA regarding Technical affairs, I believe Olive would work with him and the committee to ensure continuity. Considering we are a governing body to foster officials, Olive was previously on the FINA Officials List and attended several FINA Schools, for both Swimming and Open Water respectively.

I feel her experience with this process in helping strive to achieve this status validates my endorsement. She is willing to perform as Acting Chairman until we recognize a candidate permanent for the position. In addition, she has confirmed her intention to assist CIASA with this recruitment process once appointed."

Following discussion, on a motion duly moved, and seconded, it was resolved that Olive Balderamos be appointed as Acting Chairman of the Technical Committee.

Michael informed the meeting that the technical suit policy is being revised by the Technical Committee and they will be sending the Board the final version of the policy in the next little while. The plan is to put this into motion for next swim season.

Medical/Lifeguards/Safety:

Discussion surrounded Steve and his team conducting a first aid training course in September. Dates and venue to be secured by Chilian and Steve and his team.

Bailey informed the meeting that Dr Jody Timpson will be away for six to eight months.

CAYMAN BRAC:

Michael and Bailey informed the meeting that the swim in the Brac did go on. With the imminent and exciting opening of the 25m pool scheduled for the year end, discussion surrounded meeting with coaches Ryan and Chester to discuss a project on swim programmes for the Brac

William will reach out to the Department of Sports and Mitchum to discuss the swim initiatives and the future of swimming on the Brac.

SPECIAL OLYMPICS:

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

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 that SSC has asked for a sanction for a meet in July 2018. The proposed dates are 20 July – 23 July 2018. It was suggested that meet fees are based on individual race instead of an overall meet fee.

Following discussion, on a motion duly moved, and seconded, it was resolved that the sanction be granted to SSC subject to the meet fee structure being amended.

It was confirmed that CIASA did receive the US\$10,000 allocation from FINA. Bailey informed the meeting that the allocation entitled US\$600 for one coach per club, US\$600 for the synchro coach and US\$600 for the water polo coach to attend a clinic. Discussion surrounded CIASA supplementing the allowance by CI\$500, hence the total amount available for each coach per club and each coach per aquatic sport CI\$1,000.00 for attendance to a clinic, provided the clinic takes place before 11 September 2018. The two targeted clinics for the pool coaches will be either the ISCA clinic (in Florida) or the ASCA clinic (in Los Angeles, California).

Darren and Andrea are planning a clinic to swimmers on island at the end of August 2018. They are also looking to conduct water polo sessions in the sea.

The Board was informed that part of the US\$10,000 allocation will offset the National Development camp cost coming up this month with Coach Neal Studd.

An Open Water clinic is being planned around the Flowers Sea Swim events to be led by Emily Brunemann-Klueh and one other Open water swimmer.

Bailey and Alissa are planning to bring Coach Tammy on island for another synchro clinic.

Steve enquired whether we can run a meet with fewer officials. The Technical Committee has tackled this issue in the past and stated that the preference is to run the local meets with the required number of officials under FINA Rules. The reason for this is to provide swimmers with experience in a fully officiated meet locally. However, with the election of Olive Balderamos as the new Chairman of the Technical Committee, the question will be put to the Technical Committee for renewed consideration. It was noted by Steve that in some meets in the USA official use headsets which helps with communication and also with discretion. The Technical Committee will be asked to look into the cost of obtaining headsets for CIASA.

On the subject of technical officials, Chilian made a point that they should be thanked in one form or another and that this appreciation did not have to be in the form of a present, but perhaps by way of mention at the CIASA gala or in other publications.

CLUB REPORTS

Camana Bay Aquatic Club

Kirk Ermels was present at the time of club report discussions to update the meeting of the transition of CBAC from Dart to a parent run club. Kirk informed the meeting that he is working with a parent transition team and is in discussion with Dart with regards to the details.

Next week a meeting was scheduled between a few parents and the Dart representatives regarding the terms of reference between the new company and Dart.

The Board was informed that the new company has already been established and that currently Dominic Ross is the sole Director until such time the first Annual General Meeting is called and a new board will be established and take over the officer positions of the new company.

Kirk informed the meeting that this new company will also need to transition and apply for a non-profit organisation status. Michael enquired whether this could be done prior to the company being handed over to the new board. Kirk explained that this was still all in discussion with Dart. Currently, it is anticipated that the new club will remain as and function as Camana Bay Aquatic Club. However, all details are yet to be confirmed.

Kirk informed the meeting that he will keep the Board informed of any updates.

Michael thanked Kirk for attending the meeting and keeping us informed the discussions.

Seven Mile Swimmers

Dean updated the meeting with an SMS report. Dean informed the meeting that the Rowdy Cup meet in Winterhaven was a success.

Dean informed the meeting that two CBAC swimmers had joined SMS for the meet: Phin Ellison and Enzo Subiotto. Will Sellars, Phin Ellison and Jasmine Lamberg-Wragg were awarded High Point Awards:

High Point Awards: Will Sellars: 3rd in 11-12 Boys Phin Ellison: 1st in 9-10 Boys and Jasmine Lambert-Wragg 2nd in 13-14 Girls.

Harper Barrowman broke the national record 200 free 11-12 Girls.

Stingray Swim Club

Jo tabled the SSC Report.

Michael endeavoured to tackle the queries which were brought up in the SSC report:

Michael informed Jo and SSC that the new board will review the strategic plan.

Sub-committee members names will be submitted to Chilian as Secretary and Chilian will, in turn, submit a list of the members of the sub-committees to all the clubs.

Re: CARIFTA query

The Board informed Jo that CIASA will hold pre-meet mandatory parent meetings as usual. This meeting will go over meet protocols. CJ suggested that prior to the team selection process, this meeting should be carried out so that parents are aware of the protocols when their swimmer is chosen for the meet, which will enable the decision making an easier process.

Michael informed the meeting that the excitement and enthusiasm of being picked to represent your national team is largely driven by the coaching staff, which also goes hand in hand with expectations of being a national swimmer and being a representative of your country.

The club representatives left the meeting.

TREASURER'S REPORT

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

Andrew will submit the new signatory list to Butterfield.

Bailey will submit a final budget number for CCCAN Championships 2018.

SUB-COMMITTEE REPORTS:

Representative Team Committee:

Michael tabled Michelle's report.

The first point of discussion was the CAC Games in Colombia taking place from 27 July to 2 August 2018. The RTC has based its numbers from the results from 2014 at B standards, which were the current results on the website. The Board was informed that CIOC will pay up to four swimmers per gender to the games.

The Board was given a list of names of swimmers who qualified at B standards minus 3%.

Discussion surrounded whether where the meet would be in the training schedule of the coaches and qualified swimmers. It was agreed that these international meets are all considered lifetime opportunities for the swimmers.

At a qualifying standard of B minus 3% we have a small group of swimmers who qualify. Discussion surrounded the possibility of the qualifying times being B standards minus 4% to see how many swimmers qualify in that category; the Board was interested to know how many swimmers would qualify under the B standards minus 4%.

Following discussion, on a motion duly moved, and seconded, it was resolved that the qualifying standards of the selection criteria for CAC Games 2018 be B standards minus 3%.

Next item for discussion:

UANA/Flowers Sea Swim events. Currently the list of swimmers for UANA events are made up of nine individuals who have expressed interest but Bailey expects there may be a few more interested.

CCCAN Championships 2018: RTC gave a list of swimmers to be approved.

It was agreed that Cole Morgan would finish his volunteer service hours in the coming weeks during his time at home helping with the National Development Camp and the upcoming sea swims. Cole has expressed interest in attending CCCAN Championships 2018. He is still in the process of deciding whether he is 100% interested in attending.

Currently the staff attending CCCAN would be Bailey Weathers as head coach, Sue Weathers as team manager and Caleb Miller as assistant coach. The Board would like confirmation that Caleb Miller's current employer has given approval for him to attend CCCAN Championships 2018.

Following discussion, on a motion duly moved, and seconded, it was resolved that the team and staff for CCCAN Championships 2018 be approved, with the final budget to be submitted and approval from Caleb Miller's current employer.

The CCCAN Team 2018: Alyson Belfonte, Jillian Crooks, Sophie Ackerley, Avery Lambert, Sabine Ellison, Jordan Crooks, Corey Frederick-Westerborg, Jake Alberga, Stefano Bonati and Iain McCallum.

Bailey had submitted a Commonwealth Games 2018 report. The meet was deemed successful and fun.

The CARIFTA 2018 reports were submitted by Bailey, the team manager, and the two assistant coaches. On the whole, CARIFTA 2018 was deemed successful despite the logistical challenges. We did not have as many relays as the prior year, which does affect overall rankings. The subject of the number of disqualifications was brought up and the coaches plan to work on this. Bailey reiterated the importance of longer races and preparing swimmers for events such as CARIFTA. Disqualifications should be regarded as an opportunity to grow and not a criticism. Bailey went on to say why 200IM and 400 free are important races as these races give the swimmers the opportunity to practice turns and endurance and technique at the same time.

Michael wanted to ask Bailey and the coaches what could be done to improve breaststroke on island.

It was reiterated by the Board that the coaches of the clubs need to be on board with the goals of the national team and club development in general on island. The Club development programme was developed a few years ago to provide a platform to enhance the cohesiveness and clubs and federation cooperation to the fullest to improve aquatics on island and to move aquatic sports in the right direction going forward positive.

The RTC report stated that the RTC will hold parent meetings for parents of swimmers going on representative trips abroad.

The subject of team captains was brought up; the meaning of captaincy and how the candidates are picked and voted. It was decided to put further thought into this process.

Public Relations:

Steve updated the meeting with a verbal report.

Steve shared with the meeting his research on the purchase of a vehicle for CIASA.

VAMPT Motors sells vehicles to non-profit organisations and waives the duty on the vehicles. This would entail the organisation to apply for a duty waiver. For example, a duty waiver can make a difference of CI\$31,000 retail normal purchase to CI\$20,000.

As discussed under Open Water, Steve informed the meeting that he plans to use the media wall scaffolding and the drone for filming.

Fund Development:

CJ tabled his report.

CIASA would benefit greatly with the production of an official sponsor offering and document.

CJ informed the meeting that Jade Webster is a social media consultant and charges C\$250/month, could be of interest to CIASA.

Booster Group

Sandy updated the meeting with a verbal report.

Sandy informed the meeting that the Booster Group has discussed moving the CIASA Gala Awards banquet to coincide with the new end of swim season and fiscal year. The Booster Group is proposing holding the CIASA Gala Awards on Saturday 29 September 2018 from 5pm to 9pm.

The Board was and is receptive to the idea of the gala date change and would like Sandy to move ahead with planning for this. A 'save the date' email will have to be sent as soon as the date and venue can be confirmed.

Following discussion, on a motion duly moved, and seconded, it was resolved to move the CIASA Awards Gala banquet to a date closer to the end of the swim season and fiscal year

50m Pool Committee

William, Steve and Michael updated the meeting.

William and CJ attended the Lions meeting on Thursday 21 April 2018. Please see below concluding remarks on the meeting as submitted by William. Lions are giving CIASA their full support in the project of the CIASA Aquatic Sports Centre. CIASA is grateful and thankful for the support of the Lions.

"This was a valuable social meeting to attend. We engaged with Lions who are connected to aquatics and in particular our past swimming community. It's encouraging to approach the Lions on their terms and address their concerns accordingly. It is with both our interests to co-opt and tentatively have Lion's Michael Havlin as the Lion's Club representative to sit on meetings with CIASA specifically on matters pertaining to the 'new' Lion's Pool. Through open dialogue and acceptance of feedback from the Lions about the Aquatic Centre, we look forward to working together to support CIASA's objective to build an Aquatic Centre by 2026."

Andrew updated the meeting with his initial discussion with Grant Thornton – is fully in support; marketing. Grant Thornton has expressed interest in being directly involved in the marketing and business development of a plan and has offered CIASA pro-bono marketing hours

Steve informed the meeting that the plan is to go public with the support from Lions at the Lions meet on May

Insurance:

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

William will be working with AON Insurance.

CIQC:

Bailey updated the meeting with the names of current swimmers with B cuts for the Youth Olympic Games.

Currently we have Youth Olympic Games: two boys with B cuts: Matt Sommerville, John Bodden and one girl with B cuts: Alison Jackson.

Athlete Protection:

William updated the meeting with a verbal report.

The Board was informed that there had been a meeting with Bailey, Andrew and William and Joel Francis. Mr Francis is taking a lead in ensuring the athlete protection policy is implemented in the most efficient manner. He would like to see the background process go through MASH – a collaborative agency in Anderson Square. As per agreed, CIASA will be taking part in a pilot programme to implement this process and will be working with the government on this project.

Strategic Plan

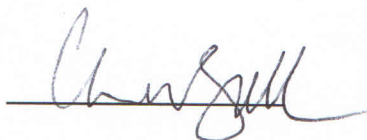
Discussion surrounded the strategic plan and upon enquiry from William, it was agreed that William would work with Bailey to verify and finalise the Strategic plan on our website with any further updates.

DATE OF NEXT MEETING

It was noted that the next meeting would be on June 6, 2018. The meeting ended at 10.06pm.



Michael Lockwood
Chairman of Meeting



Chilian Wong-Ellison
Secretary of Meeting