



**CAYMAN ISLANDS AQUATICS SPORTS ASSOCIATION
ANNUAL GENERAL MEETING
CAYMAN PREP AND HIGH SCHOOL HALL, WALKERS ROAD
GEORGE TOWN, CAYMAN ISLANDS
14 March 2018**

PRESENT (see sign in sheet):

Officers: Michael Lockwood President

Ian Lambert Vice-President

Chilian Wong-Ellison Secretary

Directors: Jacky Rowland

Stephen Broadbelt

Duke Sullivan

Michelle Bailey

C J Moore

Members: Ed Weber, Faith Young-Crooks, James Crooks, Ian Phillips, Rich Ellison, Sabine Ellison, Mary-Ellen Carnahan, Kirsty-Ann Gunn, Eva Moore, Joanna Sinclair, Amanda Roberts, Owen Henry, Darren Mew, Sarah Sellars, Pauline Lambert, William Balderamos, Sandy Hew, Caleb Miller and Kirk Ermels.

Ex-Officio Bailey Weathers, Kathy Jackson, Dean Wragg

Apologies Adam Roberts, Andrew Mackay, Sara Mackay, Peter Mackay, Peter and Ciara Plunkett,

CALL TO ORDER:

The Secretary confirmed to the President that a quorum (being at least twelve members) was present and that appropriate notice of the Annual General Meeting had been provided to the membership.

Mr. Michael Lockwood was appointed as Chairman and Ms. Chilian Wong-Ellison as Secretary of the Meeting.

The meeting commenced at 7:07 p.m. with a prayer lead by Mr. Lockwood.

APPROVAL OF MINUTES OF PREVIOUS AGM:

IT WAS RESOLVED THAT the minutes of the Annual General Meeting dated 14 March 2017 were approved.

MATTERS ARISING:

It was noted that there were no matters arising that would not be discussed in the President's, Technical Director's or Treasurer's reports.

Coaches activities combined: just technical coach activities. (page 2). All coaches combined.

Spousal proxy: proxies are not allowed. Sports do not allow for proxy meeting.

PRESIDENT'S REPORT:

Mr. Lockwood delivered his report on the activities of CIASA over the past year.

In the booster report Jacky informed the meeting that she would step down from her role as Chairman of the Booster sub-committee. Michael thanked Jacky for her time that she has spent on the board and her dedication to the booster sub-committee and technical committee.

Ian Lambert was also stepping down from his role as Vice President of the Association. CIASA thanked Ian Lambert for his work on the Board, especially his time spent on the CIASA Insurance.

It was reiterated that this Annual General Meeting covers the period from 1 Jan to 31 August 2018. Thereafter the financial year will cover from 1 September to 31 August.

CIASA would like to thank all the volunteers involved with our federation.

Kathy Jackson queried eligibility to be considered on the various sub-committees.

The Board: "We need to have willing persons to come on board and we need to find ways to attract more volunteers. It is important to use existing persons on the committees. For example, there is a certain amount of continuity when serving on a board, which needs to be nurtured.

Michelle Bailey pointed out that for the Representative Team Committee; we have a term of reference and that the committee will consist of a variety of persons who have links to the Development team, Junior team, technical knowledge, past athletes."

Kirsty Gunn referred to the technical committee and that this committee should ideally be split into pool and open water. The issue is that there are not enough persons to cover both committees. The recommendation that only J2 be on the technical committee was declined by the meeting. It was agreed that any willing persons should be considered for all sub-committees. It is important to note that referees are automatic members of the technical committee but could decline the seat if necessary.

Amanda Roberts and Jacky Rowland think it is important to maintain a certain amount of knowledge to be on the committee. The total number of the committee was recommended at 8 persons.

It was agreed at the meeting that a Terms of Reference was to be drafted for the Technical Committee by the Technical Committee.

Kathy Jackson had a query with reference to the RTC sub-committee:

What does on advice of Technical Director mean? And what if the Technical Director and RTC Chairman disagree?

The Board: "The discussion/disagreement would be factually presented to the CIASA Board".

It is important to note that the RTC committee makes recommendations to the Board on advice from the Technical Director, so the recommendations are made from the RTC committee.

Kathy thanked CJ Moore and Jacky Rowland for all their work on fund development and fundraising. Kathy Jackson queried the recent sponsorship from CUC of \$10K and whether those funds were noted to the junior and development team programs. How is the fundraising being shared between the junior and development team?

The Board: "The booster committee is aware and has a formula for the fundraising to be shared between the junior and development team. CIASA is committed to all aspects of aquatic sports. It is important to note that the money raised is not just for CARIFTA, but to clinics for athletes and coaches, learn to swim initiatives and development around aquatic sports on island."

The meeting suggested that the messaging from CIASA should be clearer with what the funds are being used for.

Eva Moore asked if CIASA had a National Development sub-committee.

The Board: "Perhaps we can look at National Development sub-committee and this could be done in conjunction with all the clubs and see what they are doing individually with the development of the swimmers."

Kathy Jackson thanked Steve Broadbelt for his work on the Aquatic Centre and the building of the 50m pool. Kathy noted that it is important the Lions club are included and that the centre needs to be affordable for the public to use. Kathy went on to say that Stingray Swim Club has invested a lot of money into the current Lions pool and that consideration should be given to that aspect in future considerations. Steve talked that the business plan and that the ideas is not to burden the competitive clubs and that income streams have been identified. Currently the business plan is being worked on and will be presented to the caucus. Steve spoke of the location of the aquatic centre and confirmed that meetings have been taking place with the Lions Club. Looking forward, CIASA will be looking for a grant to employ a project manager for this project.

REPORT OF THE TECHNICAL DIRECTOR:

Bailey Weathers gave a report on the coach's activities over the last year as well as the swimmer results which occurred at events held throughout the year. The main points being:

CIASA Awards will be rethought. A sub-committee will be formed to discuss the awards. Bailey confirmed that it is a good idea to have an Open Water technical committee but that this committee could take a while to emerge. Bailey informed the meeting that there was

going to be an Open Water clinic here during the Flowers Sea Swim events. Coaches committee...head coaches meet and then second committee;

With regards to National Development clinic for swimmers who are 13 years old and older; the coaches and clubs are being asked for ideas.

Bailey confirmed that we have received the FINA Grant Proposal of \$25,000, which will camp on island, part funding to coaches clinics and CCCAN travel funding.

Kathy Jackson asked why only one swimmer went to Worlds in Hungary.

The Board: "The second swimmer was asked but declined to go."

Eva Moore asked more clarification about David Ebanks. It was suggested that he come and visit and that Cayman/CIASA do some PR for David as there is not much information on him.

Eva asked for a refresher meeting on the powerpoint system for the parents.

Amanda Roberts questioned why all meets are not attended by all clubs.

The Board: "Discretion is left to the coaches and their differing training schedules and calendars, but the clubs are always encouraged to attend all on island meet."

Owen Henry stated that other Caribbean countries should be invited to the UANA Open Water event in June.

TREASURERS REPORT:

A very big thank you to Andrew for having taken on the position of treasurer. We have stopped being reactive to CIASA's needs and we have decided to take a more proactive approach. CIASA and the Treasurer have been working on a budget covering four years and associated costs.

Kathy Jackson questioned the government grant. Andrew will be getting back to Kathy with answers regarding the grant.

After discussion,

IT WAS RESOLVED THAT the audited financial statements of the Association for the year ended 31 December 2016 be and hereby are approved and subject to revisions as detailed by the Treasurer.

IT WAS RESOLVED THAT KPMG will be appointed as our auditors for the 1 January to 31 August 2018 of this year.

MEMBERSHIP FEES FOR THE 2017/18 YEAR

Membership fees for the 2018/19 year were discussed. It was noted that the Board of Directors recommended no change to the 2018/2019. **IT WAS RESOLVED THAT** membership fees for the 2018/2019 year remain unchanged.

Owen Henry asked the question of whether our membership fees will be increased in the light of future events and the 50-metre pool CIASA Aquatic Centre.

Michael Lockwood said that membership fees are not going to a big source of revenue.

Eva Moore asked for open water registration and it is sometimes hard to know if a swimmer is a member or not. Are we encouraging or doing a push to encourage membership?

APPOINTMENT OF THE ASSOCIATION'S DIRECTORS AND OFFICERS

Ian Lambert and Jacky Rowland confirmed that they would not be putting themselves forward for re-appointment as directors of the Board till the next AGM. Mr. Lockwood thanked each of for their dedicated service to CIASA. Mr. Lockwood then called for nominations for Officers and then Directors.

Nominations for Officers were as follows:

President – Michael Lockwood

Vice-President – William Balderamos

Treasurer – Andrew Mackay

Secretary – Chilian Wong-Ellison

No other nominations for Officers were put forth.

Nominations for Directors were as follows:

Duke Sullivan

Steven Broadbelt

Michelle Bailey

CJ Moore

Sandy Hew

There were five nominations for the director positions.

President – Michael Lockwood

Vice-President – William Balderamos

Treasurer – Andrew Mackay

Secretary – Chilian Wong-Ellison

Director – CJ Moore

Director – Michelle Bailey

Director – Sandy Hew

Director – Duke Sullivan

Director – Stephen Broadbelt

ANY OTHER BUSINESS:

There being no further business, the Chairman adjourned the meeting at 9:39pm.

A handwritten signature in blue ink, appearing to read 'M Lockwood', written over a horizontal line.

Michael Lockwood
Chairman of Meeting

A handwritten signature in blue ink, appearing to read 'Chilian Wong-Ellison', written over a horizontal line.

Chilian Wong-Ellison
Secretary of Meeting