



**CAYMAN ISLANDS AMATEUR SWIMMING ASSOCIATION  
MINUTES OF A BOARD MEETING  
Global Captive Management Board Room  
12 July 2017**

**PRESENT:**

**Officers:**

Andrew Mackay  
Ian Lambert  
Michael Lockwood

**Directors:**

Jacky Rowland  
Steve Broadbelt  
Duke Sullivan  
Michelle Bailey  
CJ Moore

**Ex-officio:**

Bailey Weathers - Technical Director  
Kathy Jackson – SSC Representative (left 7:18pm)  
Dean Wragg – SMS Representative (left 7:18pm)  
Frank Flowers

**Apologies** were received from Chilian Wong-Ellison and Dom Ross.

**CALL TO ORDER**

Michael Lockwood called the meeting to order at 6:05pm.

A quorum of the Board of directors (the "Board") of the Cayman Islands Amateur Swimming Association ("CIASA") was present in person.

## **ACCEPTANCE OF PREVIOUS MINUTES**

Minutes of the CIASA board meeting that took place on 14 June 2017 were tabled. Following discussion and agreeing to minor revisions, on a motion duly moved, and seconded, it was unanimously resolved to approve the 14 June 2017 minutes as amended.

## **MATTERS ARISING**

No other matters were discussed.

## **PRESIDENT'S REPORT**

Michael tabled his report, a copy of which is **attached** to these minutes.

Nothing was discussed pertaining to this report.

## **SUB-COMMITTEE REPORTS**

### **Flowers Sea Swim and UANA Open Water Championships:**

There was no written report submitted.

Mr. Flowers gave an oral report. The Flowers Group have yet to hold the random prize draw for the volunteers. The Flowers Group are working on the audit of the Flowers Sea Swim. The 2018 Flowers Sea Swim will be held on 16<sup>th</sup> June 2018. Mr. Flowers advised that he is not happy how the Flowers Sea Swim went this year. Mr. Flowers noted that he was not happy with the following:

- Government pulled back some financial support from the Sea Swim.
- The level of support that CIASA gave the weekend of Sea Swims. Mr. Flowers noted that CIASA was supposed to be responsible for two of the sea swims and in the end his people had to help with those swims. Mr. Flowers requested that a business plan be put together and be executed at the 2018 sea swims.
- That there were no swim clinics for the swimmers.
- That there were different start times for the swims on Monday.
- That the timing and the placing of the finishers were not organised. Mr. Flowers was embarrassed that the officials did not know who placed 1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> at one of the swims.

Mr. Flowers stated that if he does not get support then he is going to make the Sea Swims smaller. Mr. Flowers confirmed that Anup would send CIASA a list of issues that the Flowers Group has with what CIASA did and did not do at the 2017 Sea Swims.

The Board advised Mr. Flowers that these issues and many more issues with the Sea Swims were discussed at the 14 June 2017 CIASA Board meeting. Ian Lambert stated that since the last board meeting he started drafting Guidance Notes for the preparations for the next set of Sea Swims which would assist the Flowers Group and the next CIASA board.

Discussion took place on how to work with Mr. Flowers on the next Flowers Sea Swims.

### **Open Water:**

There was no written report submitted.

Bailey is to work on replacing the Open Water equipment.

**Masters:**

There was no written report submitted. It was confirmed that no master swimmers had signed up for World Championships.

**Aquatic Sports:**

There was no written report submitted.

**Nationals:**

There was no written report submitted.

The scheduling of the 2018 Cayman National Championships is based off of the scheduling of CARIFTA 2018 in Jamaica. When Jamaica has hosted CARIFTA in the past it was scheduled over the Easter Weekend. Easter 2018 falls on 1 April. In the event that CARIFTA 2018 is scheduled for Easter Weekend it is anticipated that the 2018 Cayman National Championships are scheduled from Thursday, 15 February to Sunday, 18 February.

**Technical/FINA:**

There was no written report submitted.

Adam Roberts and David Ebanks were given a difficult time by FINA about their nationality. David is not going to Worlds. Adam was likely approved as he has officiated prior FINA meets. HSM Chambers provided two opinion letters to FINA regarding the nationality of Adam and David. RTC chair will advise the swimmers about the need to get Cayman Islands Passports if eligible.

**Medical/Lifeguards/Safety:**

There was no written report submitted. No updates.

**CAYMAN BRAC**

There was no written report submitted. Mike and Sue Hundt are gone for the summer. Stephen took pictures of the pool under construction.

**SPECIAL OLYMPICS**

There was no written report submitted. No updates.

**CALENDAR/WEBSITE**

There was no written report submitted. It was confirmed that there is an on Island international meet scheduled for 28, 29 and 30 of July.

**TECHNICAL DIRECTOR'S REPORT**

The June 2017 Technical Director's Report and the 10 July 2017 Head Coaches Meeting Notes were circulated to the Board and ex-officio representatives prior to the meeting.

Bailey tabled a copy of his report, a copy of which is *attached* to the minutes.

Caleb Miller advised Ian Lambert that Caleb, Mirlam and Dom are not able to run the 28, 29 and 30 July meet at the Camana Bay pool. The meet is not sanctioned as of yet. At this time Jacky is not able to confirm whether there will be enough officials for the meet. Jacky reported that she will likely not know if there will be enough officials until the day of the meet.

## **CLUB REPORTS**

### **Camana Bay Aquatic Club:**

CBAC's Report for the 12 July 2017 CIASA Meeting was circulated to the Board and ex-officio representatives prior to the meeting. A copy of which is *attached* to the minutes.

### **Seven Mile Swimmers:**

SMS's Team Updates Report for the 12 July 2017 CIASA Meeting was circulated to the Board and ex-officio representatives prior to the meeting. A copy of which is *attached* to the minutes.

Dean tabled a copy of SMS' report.

Dean advised that SMS recently had an AGM and the same board has been voted back onto the SMS board. Specific board positions have yet to be set.

### **Stingray Swim Club:**

SSC's June 2017 CIASA Report for the 12 July 2017 CIASA Meeting was circulated to the Board and ex-officio representatives prior to the meeting. A copy of which is *attached* to the minutes.

Kathy tabled SSC's report.

Kathy inquired into why the three clubs are not permitted to travel to Florida under one Cayman umbrella. Jacky stated that it was never CIASA's position that the three clubs would travel to and compete in Florida as a CIASA Representative Team. Kathy noted that she expected CIASA to step up and support the three clubs with the Florida meet especially when CIASA was the one that encouraged the clubs to come together to attend the meet. Bailey reported to the Board that from the beginning the coaches for the clubs and him knew exactly what was happening with the Florida meet which was go travel as a Cayman Swimming group which would allow an opportunity to do relays together. Bailey stated that the club coaches wanted every athlete to have the opportunity to attend the event and it was always understood that the teams would not be going as a CIASA Representative Team and it was not going to be an RTC event. Baily said that it was always understood that the three clubs would go under one team.

Kathy stated that she assumed that there would be some sort of guidance from the RTC for this Florida meet. Kathy specifically noted that she expected CIASA to provide the clubs with a CIASA Code of Conduct for their athletes to sign. Kathy requested that, in the event a travel swim meet like this takes place in the future, CIASA should provide more guidance on how it will proceed. Michelle suggested that one tour manager be appointed in order to make sure everything is organised properly and gets done.

Cayman caps have been organised by CIASA.

***[Club representatives left the meeting at 7:18pm.]***

## **TREASURER'S REPORT**

No report was submitted.

Andrew reported that most of the budget is complete with all of the CIASA trips and swim meets included. Full financials will be available for the next CIASA board meeting. Projected budgets for the future will also be ready for review.

The 2015 and 2016 Audited Financial Statements remain outstanding. Andrew continues to following-up requesting the Audited Financial Statements. Andrew stated that he will send an email to a partner at KPMG tomorrow. It was agreed that this is becoming an issue as CIASA needs Audited Financial Statements.

## POTENTIAL DONATION FROM BUTTERFIELD

Butterfield intends to donate a sum of CI\$50,000 and has requested that organizations make requests for donations. The requests are supposed to target a specific message. It was agreed that CIASA should target learn to swim and potentially an enhanced lifeguarding training. Bailey will send Stephen a copy of the current Learn to Swim Program. Stephen will work on the first draft document to go to Butterfield and will submit it to the Board for review and consideration.

## SUB-COMMITTEE REPORTS

### Representative Team Committee:

The following draft documents were circulated to the CIASA board prior to the meeting for the Board members to review and consider in advance of the meeting:

1. RTC Report to CIASA Board of Directors for the 12 July 2017 Board Meeting;
2. RTC Meeting Minutes for the Tuesday, June 20, 2017 RTC Meeting;
3. DRAFT 2017-2018 RTC Agreement Appendix – Competition Plan Fall 2017 to Winter 2020 [APPROVED unanimously];
4. DRAFT Cayman Islands Swimming 2018 Youth Olympic Games Selection Process (Argentina in July) [APPROVED unanimously];
5. DRAFT Cayman Islands Swimming UANA Team 2018 Selection Criteria (Florida in January) [APPROVED unanimously];
6. DRAFT Time Standards for UANA Pool Meet 2018 [APPROVED unanimously];
7. DRAFT CCCAN Team 2018 Selection Process (Aruba in June) [APPROVED unanimously];
8. DRAFT Time Standards for CCCAN 2018 [APPROVED unanimously];
9. DRAFT FINA Junior World Long Course Championships 2017 Selection Process [APPROVED unanimously];
10. DRAFT 2017 Time Standards for Junior Long Course Worlds (Indianapolis in August) [APPROVE unanimously];
11. DRAFT Central American and Caribbean (CAC) Games 2018 Selection Process (Columbia) [APPROVED unanimously]; and
12. DRAFT CARIFTA Team 2018 Selection Process (Jamaica) [APPROVED unanimously].

Michelle tabled the above noted documents.

Extensive discussion took place regarding the new CARIFTA Team 2018 Selection Process and specifically the Commonwealth Games exception.

It was agreed that the issue of universality would be discussed at a later board meeting.

Documents 3 through 12 noted above were discussed and motions to approve were made, seconded and carried unanimously.

Copies of the approved documents are **attached** to these minutes.

**Public Relations:**

The Media & Public Relations Report for the 12 July 2017 CIASA Meeting was circulated to the Board and ex-officio representatives prior to the meeting.

Steve tabled his report.

Island Games and the sea swims were the major areas of public relations over the last period.

**Fund Development:**

A report for the 12 July 2017 CIASA Meeting was circulated to the Board prior to the meeting. CJ reviewed the items in his report with the Board.

**Booster group:**

No report submitted. Jacky reported that the branding committee had a meeting Monday, 10 July where they discussed their goals.

**50m pool committee:**

The 15 October 2014 letter from Mike Barrowman to Mark VanDeveld was circulated by Stephen Broadbelt prior to the meeting.

CJ is trying to set up a meeting with government to discuss the 50M pool.

**Legal Affairs:**

CIASA's Memorandum and Articles are in the hands of FINA and it is anticipated that FINA will review them shortly.

**Club Development:**

No report submitted. Andrew advised that AON has been paid for the CIASA umbrella insurance.

**Athlete Protection:**

No report submitted. No updates

**Strategic Plan:**

No report submitted. Attachments for the Strategic Plan are to be finalised by Bailey and Jacky.

**ANY OTHER BUSINESS**

CJ inquired into how the power point system works. Michelle and Bailey provided an explanation.

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**DATE OF NEXT MEETING**

It was noted that the next meeting would be on Wednesday 6 September, 2017.

**ADJOURNMENT**

The meeting adjourned at 9:22pm.



**Michael Lockwood**  
**Chairman of Meeting**



**Ian C. Lambert**  
**Secretary of Meeting**