



**CAYMAN ISLANDS AQUATIC SPORTS ASSOCIATION**

**MINUTES OF A BOARD MEETING**

**Reiss Room, The Grand Pavilion Commercial Centre**

**8 September 2021**

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**PRESENT:**

**Officers:**

Michael Lockwood (President)  
Andrew Mackay (arrived 7.15pm) (Treasurer)  
Chilian Wong-Ellison (Secretary)  
Stephen Broadbelt (Vice-President)

**PRESENT:**

**Directors:**

Duke Sullivan  
Sally Brooker (arrived 6.50pm)  
Andrea Higgo  
Kathy Jackson

**IN ATTENDANCE (ex-officio):**

Bailey Weathers (zoom) (Consultant Technical Director)  
Adam Butler (CBAC)  
Jacky Rowland (Technical Committee Chair)  
Marz West (arrived 6.38pm) (SSC)  
Romina Giraldo (Artistic Swimming)

**APOLOGIES:**

Frank Flowers (Flowers Group)  
Chevala Burke (SISC)  
Sandy Hew

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**CALL TO ORDER**

Michael called the meeting to order at 6.35pm.

**ACCEPTANCE OF MINUTES**

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.

The minutes of the meeting held by zoom on 16 June 2021 were approved.

**MATTERS ARISING**

There were no matters arising from the prior minutes that would not be covered under another report.

**PRESIDENT'S REPORT**

There were no updates.

**SUB-COMMITTEE REPORTS**

**Flowers Sea Swims**

Chilian informed the meeting that Mr Flowers had sent his apologies in an email with the message that there are exciting plans for next year's Flowers Sea Swims Sea Swims 2022.

### **Open Water**

Duke updated the meeting verbally.

The Fosters Sea Swim is on Saturday 11 September 2021 and everything is set for the 800 and 400m swims.

Duke confirmed with Michael with regards to the Pirates Week swims and it was confirmed that the swims would be 1K, 3K, and 5K. The Pirates Week swims would take place on 13 November 2021.

### **Masters, Water Polo and Special Olympics**

It was agreed that Masters, Water Polo and Special Olympics would be removed from the monthly agenda as items for discussion and that any necessary updates would be provided to the Board as necessary from time to time.

### **Artistic Swimming**

Romina updated the meeting verbally.

Romina informed the meeting that the UANA meet has been cancelled for next year. Artistic started their season on 4 September 2021 and have 100 athletes registered at different levels. The groups will be doing STAR testing followed by the Levels testing to see how the kids have improved. The Levels testing determines the determination of different groups and national and development groups. Romina informed the meeting that the Levels testing will be conducted this year in October and November so that training can be determined earlier for the different groups.

Romina further informed the meeting that Cayman Islands had received an invitation from the Junior Pan-American Games 2021 to send a team to the Games. However, there are not sufficient eligible athletes for Cayman to send a team. Cayman Islands has requested to the Games if we can send a duet instead. We are waiting to hear back from the Junior Pan-American Games committee.

Furthermore, Romina informed the meeting that a decision has been made not to attend the meet in Mexico this December.

### **Nationals**

Steve updated the meeting regarding the calendar meeting which have been taking place with the coaches, the members of the Technical Committee, Duke and himself.

Currently the calendar has the CIASA Nationals taking place from Friday 3 December 2021 to Sunday 5 December 2021. Discussion surrounded the exam schedules for the schools and any possible conflicts, as well as what races will be chosen for the Nationals.

Coconut Cup will take place around Ash Wednesday in place of the Nationals. It was discussed whether CBAC was going to keep the same format or whether they would change the current four day format, which mirrors CARIFTA.

The Board indicated their support for the calendar as prepared by Steve and the work that has been put into putting this together. It was agreed that the inter-primary and inter-secondary meets should be added. Andrea asked if it would be possible to add the dates for any CIASA camps that are in the plan for next year.

The Board would like to officially thank Steve and Duke, Jacky, Bailey and all the coaches on their work on the creation of the calendar.

Further work still needs to be done to finalize the details of the meets, such as the summons and races. With this calendar, the clubs and CIASA can now work towards getting the meets sanctioned. Discussion surrounded the different levels of meets. Steve informed the Board, with Jacky in agreement that Level 2 meets will either have to be officiated or not; there cannot be an in-between.

Steve informed the meeting that the first meet of the season will be a relay meet which is slated for 8 October 2021.

Again, many thanks to Steve and Duke for taking this initiative.

### **Technical / FINA**

Jacky tabled her report.

Dolphin timing system: Jacky informed the meeting that discussions are under way for SSC to do training session on the use of the system. Technical does feel that it is not their decision to make as to what timing systems should be used; but Technical needs to be confident that persons know how to use the system and what plans are in place if the system fails. Jacky informed the meeting that it is something the Technical committee plans to discuss with the new Technical Director

As mentioned by Steve, Jacky confirmed that Technical feels that Level 2 meets are either officiated or not; there cannot be an in-between.

Meet Director: Technical feels is an issue is that the role of Meet Director needs to be defined and the role of a Meet Director needs to be made clear at a meet. Technical feels that the role of Meet Director is being overlooked by the clubs when hosting a meet. It is important for Clubs to know that the Referee is not the one running the . Kathy has volunteered to write a Job description and run a training session for all persons interested in becoming a meet director.

Child Protection: Jacky informed the meeting that Adam Roberts has made reference that more attention needs to be taken regarding child protection measures and running all the meets. Such issues and measures need to be put in place by the host club and venue: for example, only athletes and officials are to be allowed behind the blocks, if possible the athletes are to use different bathroom facilities to non athletes.

Technical asked for an update on child awareness programmes. The government is no longer arranging such sessions. CIASA has encouraged and sent the links to members for the Darkness to Light session.

Chilian and Andrea will be looking into ways to revive the need for this awareness.

Chilian informed the meeting that when the campaign was launched a few years ago, child protection officers were appointed by CIASA and by each club. It was noted that Michael currently acts as child protection officer of CIASA and the clubs were requested to provide details of their current officers to CIASA.

Query from Technical for officials travelling abroad to train or work at international meets. Michael wanted to assure Technical that CIASA would support officials as much as they could and would support them. Currently the technical committee is allocated up to C1\$5,000 per year for officials to take part in eligible meets. Technical committee has to manage the allowance vis a vis their officials and needs.

### **Medical / Lifeguards / Safety**

Steve updated the meeting. Craig Armunsden is back on island and is providing a lifeguard certification mechanism. He is offering the Royal Life Saving Society certification which would be recognised by all Commonwealth countries. He is currently working on a lifesaving foundation, as well as starting a programme for competitive lifesaving.

### **CIOC**

CIASA would like to extend our congratulations to the new CIOC Staff.

Shakeina Bush Senior Office Administrator: Shakeina Bush

Office Administrator: Rosemary Alexander and Lily Powery has been working as the CIOC 2021 Summer intern.

### **FACILITIES**

Steve informed the meeting that the Lions Pool is closed till end of September. Currently the clubs are all training at Camana Bay Aquatic Club and the beach. Steve informed the meeting that he has requested access to the Clifton Hunter pool on the weekends. The executives are meeting with Minister Bush on various matters tomorrow Thursday 10 September 2021.

Steve also informed the meeting that the timing room at the Brac pool will be finished in October.

## **TECHNICAL DIRECTOR'S REPORT**

Bailey informed the meeting that he will discuss his matters under RTC.

### **CBAC**

**CBAC would like the following documented:**

#### **Pool Space, September 2021 (Lions Closure)**

CBAC has made an effort to accommodate SMS and SSC at the Camana Bay pool during hours reserved for CBAC. Coach Grant has met with the other coaches to establish times that can be made available while the Lions pool is under repair, and has offered non-CBAC swimmers the option to train with CBAC if the later times are not suitable for younger athletes. However, it came to our attention that SMS booked directly with Sports Complex and due to an admin error and lack of communication, the times overlapped. It seems that this conflict could have been avoided and should have been avoided by having a conversation with the CBAC coaching team to determine what times were available before booking directly with Sports Complex. It's unfortunate and caused some unnecessary anxiety and frustration for both CBAC and Sports Complex staff. We are all making an effort to make swimming on Island more integrated and foster a cohesive environment for all swimmers that ultimately hope to swim together on National Teams. CBAC remains committed to collaboration with all CIASA clubs/coaches and we hope for clear and considerate communication in the future.. After a meeting with Camana Bay Sports Complex on the 3rd of September, the matter has been resolved.

### **SMS**

Monday, Tuesday, Thursday mornings: 5:30-7am Tuesday, Thursday evenings: 7-9pm

We have offered the option of swimmers joining our work-outs - at no cost - for those wanting to train earlier during the afternoons

### **Stingray**

The younger swimmers will be joining our swim teams between 4 and 6pm on

Mondays, Wednesdays and Fridays

Tuesday, Thursday mornings: 5:50-7am

CBAC remains committed to collaboration with all CIASA clubs/coaches and we hope for clear and considerate communication in the future.

### **SISC**

There were no updates.

### **SMS**

There were no updates.

## **SSC**

There were no updates.

## **ANY OTHER BUSINESS**

### **Start of Season**

Topic has been covered earlier in the meeting.

### **Parents Meeting**

Andrea informed the meeting that there is a plan for a parents meeting and will send a Save the Day. Michael suggested that a series of parent meetings should take place covering different topics.

### **Summer Roundup**

This was not discussed.

*Clubs left at 8.15pm*

## **TREASURER'S REPORT / CIASA BUDGETING**

Andrew informed the meeting that the audit is complete and the 31 August 2020 are ready and have been circulated.

Andrew also confirmed the insurance binder is out and again, does not include US and Canada. Andrew informed the Board that the payment of the insurance will be divided the same as the previous year: 25% percent would be paid by CIASA and 75% would be divided equally between all the clubs.

## **SUB-COMMITTEE REPORTS**

### **RTC**

Andrea tabled her report.

Discussion surrounded the Junior Pan-American Championships and the Short Course World FINA Championships in Dubai and whether we should send two different pool of swimmers. After extensive discussion, Bailey and RTC will be writing a recommendation to the Board with regards to the two meets.

Cayman has been offered five spots to Junior Pan American Games and the swimmers have been contacted and have until 12 September 2021 to accept this invitation. Bailey has informed the meeting that funding from FINA for the Short Course Worlds has not been secured yet. Cayman is expected to receive four universality spots to the Short Course World FINA Championships in Dubai.

Sally informed the meeting that fundraising should/could be done to pay for the Short Course World FINA championships.

Michael enquired on which coaches will attend the two international meets. Discussion surrounded this and will be covered in the recommendation by Bailey and RTC.

RTC will contact all club boards and presidents to enquire on whether the head coach would be able to travel to either of those meets taking into consideration travel time and quarantine time.

Bailey will email the eligible athletes.

Discussion surrounded the UANA meet which is taking place in South Carolina from 14 October to 17 October 2021. This meet is a qualifier for the short course Worlds in December. It was decided that Bailey would inform all clubs of this opportunity.

## **Fund Development**

Sally informed that meeting that there was nothing to report.

Michael enquired on the status of the DMS agreement and Sally confirmed that this was progressing and would update the Board in time.

## **Booster**

There were no updates.

## **Public Relations/Media**

Kathy updated the meeting verbally.

Kathy informed the meeting that an email will be going to Bailey to forward to all overseas swimmers.

Kathy also informed the meeting that a proposal has come in from Cayman Compass regarding aquatics coverage and she will be circulating this to the Board.

## **Legal Affairs and Athlete Protection**

Discussion on this topic took place earlier in the meeting.

## **Insurance**

Andrew confirmed we have received the binder from Aon.

## **Strategic Plan**

There were no updates.

## **ANY OTHER BUSINESS**

Steve informed the meeting that Coach Bryce is no longer in the Cayman Brac.

Michael and Steve updated the meeting on the new Technical Director. An offer has been accepted and the motion has been set to advertise for the position. Michael wanted to take this opportunity to thank Bailey on behalf of CIASA for the time he has been with us as Technical Director. CIASA is appreciative of everything Bailey has done to further aquatics.

Discussion continued with the proposals for our website using the grant from Dart. The proposals from Tower Marketing, NetClues, Hopp Creative, and Mandy were discussed.

Following discussion and on a motion duly moved and seconded, it was resolved that CIASA would hire Mandy to work on the website.

## **NEXT MEETING**

Next meeting will take place on Tuesday 5 October .

**ADJOURNMENT**

The meeting ended at 9.23pm.



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



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**Chilian Wong-Ellison**  
**Secretary of Meeting**