



## CAYMAN ISLANDS AQUATIC SPORTS ASSOCIATION

### MINUTES OF A BOARD MEETING

Remote by Teams

3 January 2024 at 6pm

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**PRESENT:**

**Officers:**

Stephen Broadbelt ("Steve")- President  
Kathy Jackson – Vice President  
Chilian Wong-Ellison – Secretary  
Martin Trott – Treasurer

**PRESENT:**

**Directors:**

Laura Ribbins - Director  
Sarah Sellars - Director  
Colleen Williams – Director - Apologies  
Tanushree Perry – Director – Apologies  
Marz West – Director  
Alicia Proud – Federation Coordinator  
Jacky Pellerin – Technical Director

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**CALL TO ORDER**

Steve called the meeting to order at 6.06pm. Steve thanked everyone for attending and wanted to call the meeting to discuss some time sensitive matters.

Agenda for this meeting:

1. Aquatic Centre Update
2. World Championships, Doha , Qatar; Athletes and Staff Approvals
3. CARIFTA SW and OW – Blocking of Seats
4. Suspensions Review
5. Nationals SW and OW
6. Records Process and Policy
7. Any other business

## **Aquatic Centre Update**

Steve updated the meeting with the highlights:

1. Cabinet has approved the project
2. The government has allocated crown property south of the boxing gym to the aquatic centre
3. Government has paid a deposit of \$400K for the purchase of the pool which is being used for the US Olympic Trials being held in Indiana. After the US trials, the pool will be dismantled and will be sent here in container
4. There are a few additional items which will be shipped from Italy to Cayman
5. Steve will be meeting with Hon. Minister Rankine tomorrow at 10.30pm and invite any board members to attend tomorrow. Garth Arch has also been invited to meet with the group
6. Once discussion has taken place with CIASA, government and YMCA, we expect that an official announcement will be made with regards to the aquatic centre.

## **World Championships Doha Qatar**

Jacky updated the meeting and as per his notes in his email (see below)

- 3 swimmers will participate. James Jillian and Harper
- Triangle Aquatic Centre Titans Coach Matthew Johnson has agreed to coach our swimmers. As I will not be in Doha, I propose that we use "my" budget to pay for coach Matt's accommodation (only).
- We can't let Harper and James travel, so I propose that the budget for my trip be allocated to Mike Barrowman. He will act as chaperone for the back and forth flights.
- Mrs Faith Crooks will be in charge of Jillian (chaperone flights and hotel). No expenses for CIASA
- Swimmers will use 2023 Fukuoka and CWYG team gear (we may add 2 specific t-shirts).
- 3 swimming caps per swimmer
- TAC coach Matthew Johnson has agreed to coach our swimmers and will receive 4 Cayman Islands t-shirts.
- Mike Barrowman will act as Team Leader (he will get an accreditation) to sort out any problems and attend the compulsory coach meeting. He will be in constant contact with me

Recommendation from TD: Our CIASA Nationals are the same time so the proposal is to have Matthew Johnson named as the Cayman Coach; CIASA pays for Matt's accommodation and travel and accommodation for Mike Barrowman.

Jacky is to liaise with Martin on Doha flights and accommodation costs to ensure consistent with budget

Chilian reiterated that Matt will have to sign the chaperone agreement as well as share his accreditation which he holds with USA Swimming.

It was further discussed that we are to get 50% of the Championships expenses back from a grant.

It was agreed that RTC sub committee would discuss this recommendation and send the proposal to the Board. RTC committee is meeting tomorrow night and will confirm to the Board in writing.

## **CARIFTA SW and OW Team**

Discussion surrounded the number of qualified athletes thus far for SW and OW. Currently there are 28 swimmers qualified. It was discussed and agreed to block seats to the Bahamas for 32 persons.

Marz informed the meeting that the RTC committee is planning to consult with all the clubs on how they see the coach selection process working. Marz will collect feedback as RTC chair, discuss with RTC committee and Jacky and with the Board.

### **Suspensions review**

Steve wanted to discuss Danny Kish's suspension. Much discussion surrounded what the boys had done at the last CARIFTA, their disciplinary action, James' suspension of a CIASA meet last summer. James has subsequently represented Cayman at various events since his suspension. Danny has not had the opportunity to represent Cayman and be suspended from any CIASA event as yet.

Steve informed the Board of the circumstances and situation. The meeting was informed that Jacky would be writing a proposal for the reinstatement of Danny and for hm to be able to attend CARIFTA 2024.

It was confirmed that both boys would not stay with the team during CARIFTA if they were going and that part of the disciplinary action would not change.

There was much discussion on this matter.

### **Nationals SW and OW**

The next topic of the meeting was the 10K race which will be added to the National Open Water Championships. The summons was discussed and agreed by the Board. It was discussed that those swimming the 10k may have to show a previous prerequisite swim of 3k or 5k.

### **Records Process and Policy**

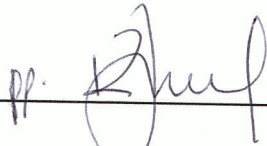
Discussion of the new Records process and policy was discussed. Sarah is the keeper of the Records spreadsheet. Sarah should be the one updating the spreadsheet otherwise there will be confusion of who is keeping what and may result in multiple spreadsheets. The format of the records approval remains the same ; records to be approved by the Technical Director, who in turn, sends confirmation to Sarah , who will update the records and spreadsheet. The records will be published on the website. Kathy will work with Sarah to finalise the new format and process.

### **Any other business**

There was no other business.

### **ADJOURNMENT**

The meeting ended at 7.35pm



**Stephen Broadbelt**

**Chairman of Meeting**



**Chilian Wong-Ellison**

**Secretary of Meeting**

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that proper record-keeping is essential for the success of any business and for the protection of the interests of all stakeholders involved.

In addition, the document highlights the need for transparency and accountability in all financial dealings. It states that clear communication and open reporting are key to building trust and ensuring the long-term sustainability of the organization.

The second part of the document provides a detailed overview of the current financial status of the company. It includes a summary of the income statement, balance sheet, and cash flow statement, along with an analysis of the key performance indicators.

### Financial Performance Summary

For the period ending 31/12/2023, the company has achieved a net profit of \$1,200,000, representing a 15% increase over the previous year.

The primary driver of this growth has been the strong performance of our core product lines, which have seen a steady increase in sales volume and higher margins. Additionally, the implementation of our new marketing strategy has resulted in a significant expansion of our customer base.

### Key Challenges and Opportunities

While the overall financial performance is positive, there are several challenges that we must address to ensure continued growth. These include increasing operational costs, particularly in the areas of raw materials and logistics, as well as the need to invest in research and development to stay ahead of the competition. However, these challenges also present opportunities for innovation and efficiency improvements.

### Future Outlook

Looking ahead, we are optimistic about the company's prospects. We expect to continue our growth trajectory, driven by our strong market position and the execution of our strategic initiatives.

We will focus on expanding our product offerings, improving our operational efficiency, and strengthening our relationships with key partners and customers.

Overall, we are confident in our ability to navigate the challenges ahead and achieve our long-term goals.

Director of Finance

Company Name

Director of Finance

Company Name