



CAYMAN ISLANDS AQUATIC SPORTS ASSOCIATION

MINUTES OF A BOARD MEETING

Reiss Room, The Grand Pavilion Commercial Centre

12 December 2020

PRESENT:

Officers:

Chilian Wong-Ellison

Andrew Mackay

Michael Lockwood

Steve Broadbelt

IN ATTENDANCE (ex-officio):

Bailey Weathers (zoom)

Lynne Walton : SSC

Adam Butler : CBAC (arrived 6.42pm)

Donna Graham: Artistic Swimming (arrived 6.54pm)

PRESENT:

Directors:

Duke Sullivan

Sally Brooker

Andrea Higgo (arrived 6.42pm)

Kathy Jackson

APOLOGIES:

Frank Flowers

Chevala Burke

CALL TO ORDER

Michael called the meeting to order at 6.34pm

ACCEPTANCE OF MINUTES

Meeting started the meeting 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.

The minutes of the meeting held on 30 September 2020 were discussed. However, it was agreed that the minutes would be reviewed and approved at the next board meeting.

MATTERS ARISING

There were no matters arising.

PRESIDENT'S REPORT

Michael welcomed the new Board and especially welcomed the two new board members, Andrea and Sally.

Michael explained the reasoning for sending reports prior to the board meeting. Ideally, if there is a board meeting on a Tuesday, that reports are sent to secretary two days in advance so that everyone has a chance to review three reports before the meeting. This exercise makes for a more efficient and better planned meeting for all parties.

Michael continued his report by turning the Board's attention to the Vision, Value and Objectives document. Kathy and Steve highlighted that this sort of document should be reviewed for any changes and reviews every year. It was agreed that the board members would study the document with comments for next board meeting.

ACTION: Board to review the Strategic Vision, Value and Objectives Plan; Reports for future meetings be sent at least 48 hours prior to board meeting to facilitate better preparation and planning of the meeting.

SUB-COMMITTEE REPORTS

Flowers Sea Swims

Duke informed the meeting that Anup will provide a follow up.

The topic of the Aquathlon was brought up and tentative dates of this event in 2020, as all event gear points to 2020 Aquathlon. After some discussion, it was decided to have the Aquathlon on Sunday 27 December 2020 in the morning with a 7am start. Duke will co-ordinate with Chilian with regards to sending an email to members.

Duke was very happy to present to the Board a description in writing a synopsis of the Relay Carnival, which is to take place at the Camana Bay Pool Complex on Friday 8 January 2021. Duke asked Adam Butler if he would be the starter of the meet. All age group swimmers would be included. Cost to enter the meet would be \$10.00 and all proceeds would go to ARK. Duke has discussed with parties who will serve food to the swimmers at no cost. Other vendors have been sourced.

Duke continued his report by informing the Board about the CUC swim which is to take place on Saturday 9 January 2021 at 4pm.

ACTION: Duke to confirm and liaise with Chilian and Kathy to get the word out about the Aquathlon via email, press, radio and word of mouth.

Nationals:

Discussion surrounded the date for Nationals vis-à-vis the announcement of date changes for the government schools and the decision remained to keep the date of the Nationals to be around Ash Wednesday 2021.

Masters

There were no updates.

Aquatic Sports

Donna Graham is the representative of the artistic swimming team. She updated the meeting by confirming that the program has many athletes. The athletes just took part in their first virtual meet against two clubs in Jamaica. There was even a Livefeed. It was a huge success and could be seen/watched by many simultaneously. There is a plan for two more virtual meets in the New Year. There will be a novice competition on 30 January 2020 and an age group competition from the 13 to 15 February 2020. The Christmas show will take place at Margaritaville and tickets are selling fast. The show will also be available on Livefeed.

Lastly, there is a new coach arriving soon on island. The coach is coming from Peru.

Technical / FINA

Bailey informed the meeting that the Fina artistic technical clinic, which was to be held in November will now take place in January 2021.

Medical / Lifeguards / Safety

Steve brought to attention that he has been the First Responder at the recent meets. Steve does have the CIASA defibrillator and oxygen tank with him at the meets. The meeting continued with discussions that a register of First Responders and persons with medical experience on the volunteer lists.

It was also agreed that the hosting club is responsible for organising adequate medical coverage of the meet. Any medical equipment and first aid kits should also be checked before any hosted meets.

Chilian to email clubsto ask them to send an email to members requesting for names/volunteers to be put on a Medical/First Responder Volunteer list.

It was also agreed at the meeting that the announcer should announce as to who that 'first responder person' is on deck.

It should be noted that first responders should have re-certification every two years.

ACTION: Each club to email their members and ask if there are any persons Emergency First Responder qualification and request for them to email CIASA.

Special Olympics

There were no updates.

CALENDAR / WEBSITE

Michael will update the calendar updated on the website.

TECHNICAL DIRECTOR'S REPORT

Bailey informed the meeting on information on travel insurance through the state of Michigan. The insurance cost would be USD 87.00 per year per swimmer. If athletes are planning to travel then this would be a good option. The cost is per calendar year.

Bailey will send portal information on the application for the insurance to the clubs. Each family would have to process their own insurance and would be a personal choice. This insurance would need to be purchased for coaches and chaperones when travelling to a meet in the USA. Chaperones and coaches would also need to get the insurance.

Action: Bailey will send portal information to the clubs. Recommendation is for each family to get the insurance. Andrew recommended that this insurance be bought for coaches and chaperones when travelling to a meet in the US. With regards to swimmers and family, this would be a personal choice.

CBAC

Adam tabled the CBAC report.

Adam informed the meeting that CBAC had a club night last week, which worked two fold in that it gave opportunity to the swimmers for racing and also opportunities for parents to time and train on other aspects of running a swim meet. CBAC are planning to hold a series of these club nights throughout the year.

Cole Morgan has been employeed as the swim school coordinator and doing a tremendous job.

Donna, the artistic swimming rep, informed the meeting that the artistic swimmers had an opportunity to do a a test called STAR Testing on 18 Octobers for Levels 1-3.

The artistic team had a virtual meet on November 21 with other clubs abroad. It was a huge success and livestreamed for persons who could not watch live.

Update on Technical Director position hire: The hiring committee would like to complete interviews before Christmas

Aquatic Centre Update

Sports hotel needs to be built in conjunction with an aquatic centre so discussions will start with regards to making arrangements for this to happen. The sub-committee will meet in the coming weeks to discuss the next steps. A meeting with government will be scheduled for January 2021. A meeting with key stakeholders are to take place in January 2021.

SMS

SMS tabled their report.

Club representatives left at 8.12pm

TREASURER'S REPORT / CIASA BUDGETING

Andrew informed the meeting that that the 2019 financial statements have been audited and were submitted to ROC for the deadline of 30 November 2020.

The 2020 financial statements are now being prepared .

We have received an increase in government grant, for which CIASA is grateful to the Government of Cayman Islands.

Andrew informed the meeting that we have significant saving from Bailey switching to a consulting basis.

SUB-COMMITTEE REPORTS

RTC

Andrea tabled her report.

Andrea discussed the proposed names for the RTC sub-committee and Approve sub committee. The recommended names were discussed. Looking ahead, the requirements of the sub-committee should be discussed and revised if and when needed.

It was also discussed that Kathy Corley, who was very active in the swimming community in Southern Ontario and who now lives here, is interested in getting involved. It was agreed that she could be a great asset and addition to the Technical Committee, Chilian is to email Kathy's details to Jacky.

Following discussion, on a motion duly moved, and seconded it was resolved that the persons recommended to be on the RTC sub-committee, be approved.

At present , there will be no Island Games in 2021. CARIFTA in Barbados is still set to take place. However, Michael and the executives will need to ask for clarification on quarantine periods and other details.

It was discussed and agreed that Cayman Airways be approached with the idea of a charter to Barbados.

Andrea confirmed that RTC and Bailey intended to set up a meeting with each club boards and coaches to discuss issues which have been brought for discussion: topics such as clarity on coach selection for events and the topic of relay swimmers to make up a relay team for international events.

Andrea and Bailey informed the meeting that Alissa has approached the CARIFTA federations with the idea of doing CARIFTA 2021 virtually.

Fund Development

Sally updated the meeting with the information she has received so far. Michael will reach out to past Fund Development Director, Katie.

Kathy informed the meeting that there is a need for CIASA to coordinate the Fund Development initiatives with the clubs so as not to cross paths as some of the club meets have sponsors already. There will be a benefit to check with clubs to see who is sponsoring what.

Sally has a potential big sponsor and will be reaching out in the next little while when there is more information.

Booster Group

Sandy updated the meeting verbally. She is looking for new Club Booster representatives as some have stepped down.

The plan is to hold the golf CIASA event in April 2020.

Sandy informed the meeting that the 2020 recognition awards may be awarded at the 2021 National Swim Championships. .

Public Relations/Media

Sally emphasised the need for PR to have a close relationship with Fund Development and will be working closely with Kathy on this aspect.

CIOC

There were no updates.

Legal Affairs

There were no updates.

Athlete Protection

There were no updates.

Insurance

This topic was discussed earlier in the meeting.

Strategic Plan

There were no updates.

ANY OTHER BUSINESS

AGM post emails and documents are to be sent out by Chilian.

NEXT MEETING

Next meeting will take place on January 5 Tuesdaym 2021.

ADJOURNMENT

The meeting ended at 9.31pm.



Michael Lockwood
Chairman of Meeting



Chilian Wong-Ellison
Secretary of Meeting