

DASHBOARD

(as at 3rd June 2016)

- **Membership renewals:** 512 (475 corporate, 37 associate) – 86.60% retention rate – CI\$285,055
- **New members for reporting period:** 3 (2 corporate, 1 associate)
- **Total membership:** 541 (498 corporate, 43 associate) - \$298,849
- **Total account balances:** CI\$620,794 or US\$757,066 (as of 3 June, 2016)

New Members (4th May – 3rd June 2016)

Company Name	Type	Beneficial Owners
Patrecla Smith	Associate	N/A
Prosolar Systems CI Ltd.	Corporate	Neil de Vere, Peter Rosen
First Resource Consulting	Corporate	Sheena Sigsworth

As of June 3 there have been 512 member renewals (475 Corporate, 37 Associate - \$285,055) and 29 new members. Total membership now stands at 541 Members (498 Corporate, 43 Associate) with total membership income of \$298,849 inclusive of upgrades and joining fees. This is an 86.60% retention rate.

- 2016 Membership billing sent 17 December 2015. 627 billed for total of \$329,150.00. Invoices sent both electronically and via regular mail.
- 30 day late notices (235) sent week of February 22 via mail.
- 60 day personal calls for late investments begun April 1
- 90 day email notices distributed April 22.
- 90 day mailed notices sent April 29.
- 96 late members for a total of \$35,045 as of June 3. All members have been contacted personally by the Membership Coordinator, Nicola Burke.
- 120 day late notices will be sent via mail and email by Wednesday, June 8.

Membership database update began on May 1. 660 members were targeted to be contacted and updated. 521 Members have been directly contacted for information and 313 have replied and been updated. The exercise will be continuing through June.

FINANCIAL POSITION (as at 3rd June 2016 compared to 3rd June 2015)

	As of June 3 2016 (CI dollars)	As of June 3 2015 (CI dollars)	As of June 3 2016 (US dollars)	As of June 3 2015 (US dollars)
BOB CI CHQ (02 101 032821)	\$ 310,301.18	\$ 216,110.25	\$ 378,416.07	\$ 263,549.09

Chamber Administrative Report

4th May – 3rd June 2016

BOB CI FIXED (02 301 032821)	\$ 70,244.08	\$ 67,124.55	\$ 85,663.51	\$ 81,859.21
BOB CI SAV (02 201 032821)	\$ 3,714.26	\$ 3,719.99	\$ 4,529.59	\$ 4,536.57
BOB US CHQ(01 101 032821)	\$ 40,814.40	\$ 17,352.82	\$ 49,773.66	\$ 21,161.98
BOB US FIXED (01 301 032821)	\$ 188,189.93	\$ 187,966.15	\$ 229,499.91	\$ 229,227.01
BOB US SAV(01 201 032821)	\$ 7,530.21	\$ 7,534.56	\$ 9,183.18	\$ 9,188.49
CNB (012 33250)	\$ -	\$ 3,044.97	\$ -	\$ 3,713.38

\$ 620,794.06	\$ 502,853.29	\$ 757,065.93	\$ 613,235.72
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- All checking accounts reconciled as at the end of April 2016.
- Accounts Receivables are \$1,225 for Training, \$300 for website/publications, \$715.31 for Events. All outstanding amounts have been followed up.
- In the process of compiling the binder for the 2015 annual audit.

FINANCIAL REPORT (as at 3rd June 2016 as compared to 3rd June 2015)

Programme/Service	2015	2016	2016 Income - As of June 3	2015 Income - As of June 3	2016 Expense - As of June 3	2015 Expense - As of June 3	2016 Budget	% of Budget attained
New Members	26	29	\$ 12,063.75	\$ 6,954.03	\$ -		\$ 8,000.00	150.80%
Renewals	478	512	\$ 285,974.74	\$ 269,714.03	\$ -		\$ 308,663.00	92.65%
Website-Caymanchamber.ky			\$ 7,100.00	\$ 9,750.00	\$ 2,003.71	\$ 1,933.91	\$ 17,000.00	41.76%
EVENTS								
Career Expo			\$ 25,050.00	\$ 21,500.00	\$ 9,010.81	\$ 10,710.20	\$ 21,000.00	119.29%
Earth Day			\$ 42,000.00	\$ 33,500.00	\$ 24,756.78	\$ 19,588.34	\$ 38,000.00	110.53%
Christmas Clean-Up			\$ 500.00	\$ 1,500.00	\$ -	\$ -	\$ 8,000.00	6.25%
Golf Classic			\$ 41,752.20	\$ 2,300.00	\$ 13,246.48	\$ -	\$ 50,000.00	83.50%
CayShop			\$ -	\$ -	\$ -	\$ -	\$ 35,500.00	0.00%
Business After Hours			\$ 3,000.00	\$ 1,000.00	\$ -	\$ -	\$ 10,000.00	30.00%
Legislative Luncheon			\$ -	\$ -	\$ -	\$ -	\$ 18,000.00	0.00%
PROGRAMMES								
Leadership Cayman			\$ 57,543.00	\$ 60,532.70	\$ 24,180.38	\$ 26,494.94	\$ 75,471.00	76.25%
Mentoring Cayman			\$ 12,525.00	\$ 9,025.00	\$ 3,971.98	\$ 4,466.56	\$ 9,025.00	138.78%
Training Courses			\$ 41,650.00	\$ 39,675.00	\$ 22,063.51	\$ 18,723.09	\$ 75,000.00	55.53%
SME Workshops			\$ 12,025.00	\$ -	\$ 838.35	\$ -	\$ 12,025.00	100.00%

Chamber Administrative Report

4th May – 3rd June 2016

ADMINISTRATIVE

Calendar Advertising	\$ -	\$ -	\$ -	\$ -	\$ 14,400.00	0.00%
e-Blast Advertising	\$ 6,175.00	\$ 1,500.00	\$ -	\$ -	\$ 1,800.00	343.06%
Rental Income	\$ 25,780.00	\$ 24,639.98	\$ -	\$ -	\$ 54,839.00	47.01%
Salary Survey Sales	\$ 16,550.00	\$ 100.00	\$ 26,119.29	\$ -	\$ 25,000.00	66.20%
	\$ 589,688.69	\$ 481,690.74	\$ 126,191.29	\$ 81,917.04	\$ 781,723.00	75.43%

PROGRAMMES

PROFESSIONAL DEVELOPMENT & TRAINING CENTRE

- Courses held 4 May – 3 June 2016
 - Employment: Termination of Employment – 5 May – 8 persons
 - Basic Grammar & Writing Part 2 – 10 May - 9 persons
 - Immigration: Caymanian Status & Naturalization – 12 May – 10 persons
 - Superior Business Writing – 17 May – Postponed by Facilitator
 - Challenging Conversation Skills – 24 May – 4 persons
 - Providing Optimum Customer Service – 31 May – Postponed by Facilitator
 - Employment: Health Insurance – 2 June – 9 persons
 - Listening Skills – 2 June – 6 persons
- Upcoming courses:
 - Employment Basics – 9 June – 4 persons
 - Diversity in the workplace – 9 June – 3 persons
 - Employment: Pensions – 16 June – 4 persons
 - Landlord & Tenant Relationship – 28 June – 0 persons
 - Providing Optimum Customer Service – 30 June – 2 persons
- CEO, Operations Manager Kerry Pratt and Administrative Assistant Trisha Meyerhoff attended a conference call with Steve Cesse from Virtual College in the UK. The opportunity exists to become a reseller of their online training modules. A listing of almost 300 courses ranging from general business courses through health care are available. Staff is in the process of reviewing these courses to determine suitability.
- The training schedule for the 2nd half of 2016 has been developed and posted to the website (29 courses). We are continuing with the Legal Bootcamp series and Ken Blanchard courses which have proved to be popular.
- A summer special is being offered to members: enroll two persons in a course and get the third person at 50% off. The offer is only good for the month of June for courses booked until the end of the year.

SME WORKSHOPS

- Workshops Conducted:
 - SME Workshop: Tips for developing and running a website was conducted on 12 May. Presented by Rasheed Girvan, Digital Manager at Jamaica Yellow Pages – 47 persons
 - SME Workshop: Identifying Occupational Fraud Risk was conducted on 26 May. Presented by Kevin Haywood-Crouch from KRYs Global - 20 persons
- Upcoming Workshops
 - The Chamber, in partnership with COSME, will host a series of workshops for budding entrepreneurs and micro, small and medium sized enterprises (MMSEs) on Tuesday, 21st, Wednesday, 22nd and Thursday, 23rd June from 5:30 p.m. until 8:30 p.m. Entrepreneurs and micro and small business owners will receive information about starting and managing a new or existing business and how to write and implement a business plan. The agenda for the three day workshop will address various elements of business development. The workshops will be coordinated and facilitated by Mr. Prakaash Rostam; a Key Expert SME & Private Sector Development Specialist and Mr. James Andrews, a Senior Managing Director of Integra Realty Resources.
 - Hiring the Right Employee – 29 June – Facilitator still to be determined.
- Contract with the Ministry of Commerce technically expires on 30 June. The Chamber is required to coordinate 12 workshops. 11 will have been conducted as of the expiry date. The CEO has written to the Ministry seeking an extension of the contract for another year.

BE INFORMED SERIES

- ESO Business Survey Workshop was held 13 May – 18 persons attended. The presentation was delivered by ESO representatives Julietta Beaupierre and Selburn Christian.
- Ready2Work session was held 25 May with 37 persons attending. Minister for Employment the Hon. Tara Rivers delivered the opening remarks and Dr. Tasha Ebanks-Garcia led the presentation.

LEADERSHIP CAYMAN (LC)

- LC2016 class toured the Sister Islands on 5 & 6 May. Tours included a visit to the Cayman Brac Museum, a tour of the Government Administration Building, the Cayman Brac Power and Light tour, a visit to Faith Hospital, and a tour of the Brac Reef Beach Resort. Panel included Youth Ambassador, Mr. Keino Daley; RCIPS' Ms. Wendy Parchment; District Commissioner for the Sister Islands, Mr. Ernie Scott; and General Manager of Cayman Brac Power & Light, Mr. Jonathan Tibbetts.
- 25 May Seminar - Stay Over & Cruise Tourism was held on Carnival Liner's 'Freedom' ship. They were taken on a tour of the ship and were treated to a lunch on the Lido Deck. The class had dinner at the Ritz Carlton (who also sponsored the seminar). Guest speakers for the evening included Kenneth Hydes, CITA President and VP Special Projects, Dart Realty (Cayman) Ltd.; Joseph Hew, George Town MLA and Councillor, Ministry of Tourism; Patrick Thompson, Financial Controller at the Tourism Attraction Board; and Marc Langevin, General Manager Ritz Carlton Grand Cayman.
- Class Project was completed for 28 May – sponsored by Greenlight RE at the Cayman Islands Crisis Centre.

- Upcoming seminars include “Infrastructure & the Environment” on 8 June, “Culture & Heritage” on 22 June and the Graduation dinner on 25 June – location TBD.
- VP Paul, who is also a class member, met with LC Chair Martin Ruben and the CEO on 1st June to discuss his observations about the programme and to recommend changes. His observations were noted and will be considered by next year’s planning committee.

MENTORING CAYMAN

- Final workplace visit was held on 1 June.
- Governor’s Reception scheduled for 7 June at Government House. The Governor will be in attendance. Flowers have been ordered for the Governor and Mentoring Sponsors will be awarded a certificate in a large frame. Students will be presented with certificates as well.

EVENTS

CHAMBER ORIENTATION SESSIONS

- Held 3 June – 24 members & potential members confirmed attendance.
- A new “Prezi” presentation was developed for the sessions and will be shown in the front lobby.
- Upcoming sessions scheduled for 24 June, 4 August (Speed Networking) and 23 September.
- VP Paul Byles delivered the opening remarks and answered questions from attendees.

BUSINESS AFTER HOURS

- CUC – May 10 – 222 people registered online. Event was held at the CUC location at Caribbean Plaza on West Bay Road.
- Tony’s Toys – June 16 – will be celebrating the grand opening of their new Automotive Centre. 77 people registered as of 3 June.
- National Building Society – July 14 (tentative)

CAYSHOP

- The staff met in June to evaluate CayShop to determine whether it should be revamped or discontinued. Based on feedback from past vendors the initiative needs to be overhauled due to lower response from member exhibitors and challenges with attendance due to the time of the year and restrictions with the Cayman International School as to the use of the facility only when the school is not in session. The staff is recommending an alternative event to celebrate and recognise small businesses.
- **BUSINESS EXCELLENCE AWARDS/SMALL BUSINESS WEEK**
- Tentatively scheduled for October/November 2016.
- Week will consist of small business workshops, a campaign to showcase our small businesses after hours, and the ability for small business members with no permanent location to use the Chamber conference room to display and sell their products. We can also announce our plans with setting up small business incubators.

- Week to end with the Business Awards of Excellence which would include small business and entrepreneur awards

GOLDEN APPLE AWARDS FOR EXCELLENCE IN TEACHING

- Potential date now either September or October 2016. Potential venue: Marriott Resort. Vicki Legge has agreed to chair a Committee to assist in organising the event.

WINE AFTER HOURS

- A new initiative providing a high-level networking opportunity for senior executives, while enhancing their knowledge of fine wines and wine pairings. The host of this event will spotlight their inventory of fine wines, increasing the visibility of the organisation while at the same time attracting high end customers to their goods and services.
- Scheduled for 23 June, 5:30 pm – 7:30 pm in the Chamber conference room.
- Event is hosted by WineSchool 3.

CHAMBER OPEN HOUSE

- In process.

MEMBERSHIP & SALES

MEETINGS

- 16 Membership/Sales meetings held: Budget Rent-A-Car, Pro-Solar, Karma Closet, Advance Motors, Collective, Knightshead, Kirk Office, Westin, KPMG, Dock at Morgan's Harbour, Just Like Home, CashWiz, Whirlybird, Campbells, Dolphin Discovery and Smokies.

MARKETING

- The Chamber participated in the Small Business Expo put on by the Cayman Islands Small Business Association on Saturday 28 May. Materials distributed included upcoming training courses, upcoming SME workshops and upcoming COSME 3-day workshop. All small businesses attending the Expo are invited to the Chamber Orientation Session being held 3 June.
- An updated membership packet is being developed.

SALES

- Chamber Desktop Calendar:
 - Special Offer: Reserve your spot by end of June and receive 6 months subject page advertising on the website.
 - 5 confirmed advertisers

MEMBERSHIP DATABASE UPDATE

- Membership database update began on May 1. 660 members were targeted to be contacted and updated. 521 Members have been directly contacted for information and 313 have replied and been updated. The exercise will be continuing through June.

COMMUNICATIONS

5th CHAMBER SALARY & BENEFITS SURVEY

- 70 surveys have been purchased to date for a total of \$16,550. Email blasts go out regularly to encourage purchase. Goal: 100 surveys sold.
- Monthly radio appearances schedule confirmed:
 - Tuesday, 24th May @ 8:30 am – 9:00 am - Business Buzz
 - Tuesday, 14th June @ 2:00 – 2:30 – Talk Today
 - Tuesday, 21st June @ 8:10 – 9:00 am – Business Buzz

COSME

- CEO Wil Pineau and administrative assistant Trisha Meyerhoff attended a training session in Saint Maarten 2 – 9 May, providing attendees from English, French, and Dutch overseas territories with vital information and teaching them a range of skills for the newly developed [COSME website](#).
- Operations Manager Kerry Pratt and Administrative Assistant Trisha Meyerhoff will be attending COSME training on the use of webinars as a communications tool. Training is 3 times a month for 6 months, beginning 9 June. Facilitator is Mr. Runy Calmera. At the end of the training the Chamber will be able to launch our own webinar for members.
- CEO Wil Pineau has been invited to attend a trip to review successful incubator programmes in the Netherlands from 19-26th September. Representatives from the English, French and Dutch OCTs have been invited to attend at the expense of the COSME initiative. He will produce a report to share with the Chamber committee that is researching the introduction of incubators for the Chamber.

WEBSITE

- The Caymanchamber.ky website is in the process of being reviewed and rewritten if necessary by Communications Assistant, Ross Taylor. Menu items are being rearranged, new photographs are replacing the old and online reservation/sponsorship forms are being added in order to make it more user-friendly.

OPERATIONS

- Chamber sponsored Graduation Awards ordered. Graduation dates as follows:
 - Triple C School – Monday, 6 June – 7 pm – Family Life Centre
 - Clifton Hunter High School – Thursday, 16 June – 7 pm – CHHS Auditorium
 - JGHS – Tuesday, 21 June – 7 pm – Agape Family Worship Centre

- St. Ignatius – Thursday, 23 June – 7 pm – Loyola Hall
- Kerry Pratt attended NEOC Hurricane exercise at the Government Administration Building – Wednesday, 18 May as part of the Business and Economic Continuity group. The CEO chairs this group and Kerry serves at the Deputy Chair.
- In the process of developing RFPs for telephone, office cleaning and computer services. To be completed by 30 June.

COMMITTEES

Three committees have been established: Government Relations, chaired by President Paul. Membership and Community Development, chaired by PE Kyle and Marketing and Communications, chaired by Secretary Colin.

- **Government Relations** – President Paul has written to the Deputy Governor in May informing him about the new committee and seeking his permission to invite various Chief Officers and Senior Government employees to deliver regular presentations at Lunch and Learn sessions of the committee.
- **Marketing and Communications:** Local and international firms have responded to the bid to produce 15 animated videos for the Economic Growth initiative. A group will evaluate the bids and announce the successful bidder this week. The committee visited the airport to meet with Clear Channel, the firm that oversees the advertising at the airport. Various options were presented and the committee must now decide which, if any, to pursue based on funding options. VP Paul will lead three focus groups on 15, 16, 17 June on immigration. 50 members have been invited to participate. Response has been excellent with the target of 10 members per session. A report will be prepared following the sessions to develop a list of recommendations to be considered by the Council. Once approved, the recommendations will be shared during one of the quarterly meetings with Government.
- **Membership and Community Development:** VP Kyle is preparing a letter to be distributed to members seeking more volunteers to serve. The Executive Committee approved a name change for the committee at their meeting on 1st June.

MEETINGS

- President Paul, Councilor Gary, Turtle Farm Managing Director Tim Adam and the CEO met with representatives from Southwest Airlines on 25th May to answer questions about the Cayman Islands market as part of their familiarisation visit.
- The CEO assisted the Governor's office with arranging a focus group discussion on 27th May at the Chamber for the selection of a new Commissioner of Police. Peter Gough led the discussion group and the Governor invited several persons from the community to attend. Mr. Gough will prepare a summary report of the observations to be shared with the Governor and the interview panel.