

Chamber Administrative Report

20th June – 7th July 2017

DASHBOARD

(as at 7th July 2017)

- **Membership renewals:** 538 (491 corporate, 47 associate) – 91.56% retention rate – CI\$315,597
- **New members for reporting period:** 7
- **Total membership:** 571 (517 corporate, 54 associate) - \$329,231
- **Total account balances:** CI\$673,448 or US\$821,278 (as of 7 July 2017)

New Members (20th June – 7th July 2017)

Company Name	Type	Beneficial Owners
Utility Maintenance & Construction	Corporate	William Powell, Duncan Smiley
Tourism Attractions Board	Associate	CI Government
Sunshine Suites	Corporate	
Cayman Law Mediation Ltd.	Corporate	Chris Narborough
Sands Ltd. T/A Geezum	Corporate	Matt Brown/Ben Hudson
AMB Construction	Corporate	Rommel Bennett, Arnold Bennett, Stephen Hayle
General Maintenance & Repairs	Corporate	Swanakay General

As of July 7, there have been 538 member renewals (491 Corporate, 47 Associate - \$315,597) and 33 new members. Total membership now stands at 571 Members (517 Corporate, 54 Associate) with total membership income of \$329,231 inclusive of upgrades and joining fees. This is a 91.56% retention rate.

- Final notice was sent 12 June.
- 63 outstanding dues payments for a total of \$18,725 as of 7th July. 2nd round of follow-up phone calls by the Member Relations Coordinator are in progress.

FINANCIAL POSITION (as at 7th July 2017 compared to 7th July 2016)

	As of 7 July 2017 (CI dollars)	As of 7 July 2016 (CI dollars)	As of 7 July 2017 (US dollars)	As of 7 July 2016 (US dollars)
BOB CI CHQ (02 101 032821)	355,278.46	291,263.85	433,266.41	355,199.82
BOB CI FIXED (02 301 032821)	74,048.32	67,204.92	90,302.83	81,957.22
BOB CI SAV (02 201 032821)	0.03	6,735.51	0.04	8,214.04
BOB US CHQ(01 101 032821)	48,143.41	43,245.54	58,711.48	52,738.46

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BOB US FIXED (01 301 032821)	195,977.81	188,249.20	238,997.33	229,572.20
BOB US SAV(01 201 032821)		7,515.64	-	9,165.41
	<u>\$673,448.03</u>	<u>\$604,214.66</u>	<u>\$821,278.09</u>	<u>\$736,847.15</u>

- All chequing accounts reconciled as at the end of June 2017.
- Accounts Receivables are \$1,000 for Programmes, \$10,215 for Events and \$2,250 for Training.
- 2016 Audit Binder has been prepared and is in review for the Auditor.

FINANCIAL REPORT (as at 7th July 2017 compared to 7th July 2016)

Programme/Service	2016	2017	2017 Income - As of 7 July	2016 Income - As of 7 July	2017 Expense - As of 7 July	2016 Expense - As of 7 July	2017 Budget	% of Budget attained
New Members	40	33	\$12,796.48	\$12,846.15	\$-		\$8,000.00	159.96%
Renewals	539	538	\$315,597.47	\$300,415.25	\$-		\$308,663.00	102.25%
Website-Caymanchamber.ky			\$9,224.97	\$9,500.00	\$2,014.83	\$2,921.78	\$17,000.00	54.26%
ADVOCACY								
Economic Growth Matters Campaign			\$56,100.00	\$50,100.00	\$36,219.00	\$58,602.00	\$-	0.00%
EVENTS								
Career Expo			\$26,400.00	\$25,050.00	\$11,263.03	\$9,010.81	\$21,000.00	125.71%
Earth Day			\$35,500.00	\$42,000.00	\$22,322.58	\$24,756.78	\$38,000.00	93.42%
Golf Classic			\$-	\$42,552.20	\$-	\$15,300.18	\$50,000.00	0.00%
Business Excellence Awards			\$14,000.00	\$-	\$-		\$40,000.00	35.00%
Business After Hours			\$4,000.00	\$3,000.00	\$-	\$-	\$8,000.00	50.00%
Legislative Luncheon			\$-	\$-	\$-	\$-	\$30,000.00	0.00%
Candidates Forums			\$12,850.00	\$-	\$16,084.46	\$-	\$25,000.00	51.40%
Golden Apple Awards			\$-	\$-	\$-	\$-	\$40,000.00	0.00%
PROGRAMMES								
Leadership Cayman			\$70,766.00	\$57,543.00	\$29,755.76	\$32,899.06	\$75,471.00	93.77%

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Mentoring Cayman	\$3,000.00	\$12,525.00	\$6,715.68	\$3,743.92	\$9,025.00	33.24%
Training Courses	\$56,572.50	\$57,825.00	\$25,195.12	\$22,752.42	\$75,000.00	75.43%
SME Workshops	\$18,037.00	\$12,025.00	\$2,610.97	\$2,427.45	\$12,025.00	150.00%
ADMINISTRATIVE						
Salaries & Benefits	\$-	\$-	\$179,451.70	\$161,835.67	\$291,600.00	61.54%
Calendar Advertising	\$4,800.00	\$2,400.00	\$-	\$-	\$14,400.00	33.33%
e-Blast Advertising	\$8,500.00	\$8,475.00	\$-	\$-	\$1,800.00	472.22%
Rental Income	\$33,885.00	\$32,535.00	\$-	\$-	\$54,839.00	61.79%
Salary Survey Sales	\$900.00	\$17,750.00	\$-	\$26,119.29	\$2,000.00	45.00%
	\$682,929.42	\$686,541.60	\$331,633.13	\$360,369.36		

ECONOMIC GROWTH MATTERS CAMPAIGN (as of 7th July 2017)**ECONOMIC GROWTH MATTERS - INCOME as of 7 July 2017**

Company	Pledged	In-Kind	Received	Due
Ernst & Young	\$20,000.00		\$20,000.00	\$-
DART	\$10,000.00		\$10,000.00	\$-
Greenlight RE	\$10,000.00		\$10,000.00	\$-
CML	\$5,000.00		\$5,000.00	\$-
Davenport Development	\$5,000.00		\$5,000.00	\$-
Island Paving	\$5,000.00		\$5,000.00	\$-
Silver Wheaton	\$5,000.00		\$5,000.00	\$-
RBC	\$5,000.00		\$5,000.00	\$-
CIIPA	\$5,000.00		\$5,000.00	\$-
KPMG	\$5,000.00		\$5,000.00	\$-

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Appleby	\$5,000.00		\$5,000.00	\$-
Department of Tourism	\$5,000.00		\$5,000.00	\$-
Health City	\$5,000.00		\$5,000.00	\$-
Island Heritage Insurance	\$5,000.00		\$5,000.00	\$-
Butterfield Bank	\$4,100.00		\$4,100.00	\$-
High Water	\$4,100.00		\$4,100.00	\$-
Scotiabank	\$3,500.00		\$3,500.00	\$-
Conyers Dill	\$3,000.00		\$3,000.00	\$-
BDO	\$2,000.00		\$2,000.00	\$-
Burger King	\$2,000.00		\$2,000.00	\$-
Fidelity	\$2,000.00		\$2,000.00	\$-
FLOW	\$2,000.00		\$2,000.00	\$-
Aon Insurance	\$1,000.00		\$1,000.00	\$-
Foster's Food Fair	\$1,000.00		\$1,000.00	\$-
Bankers Association	\$1,000.00		\$1,000.00	\$-
Governors Square Ltd.	\$500.00		\$500.00	\$-
DMS Organization		\$10,000.00		
Pinnacle Publishing		\$10,000.00		
Digicel		\$6,000.00		
	\$121,200.00	\$26,000.00	\$121,200.00	\$-

ECONOMIC GROWTH MATTERS - EXPENSES as of 7th July 2017

Company	Service	Paid	Outstanding
Fountainhead	Sponsorship package development	\$3,150.00	\$-

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ThinkMojo	Partial payment on development	\$27,060.00	\$-
ThinkMojo	Final payment on development	\$28,392.01	\$-
ThinkMojo	Modifications to video	\$2,624.00	\$-
Bliss	Retainer on Advertising Contract	\$5,000.00	\$-
Bliss	6-month advertising & schedule	\$20,000.00	\$-
Comfort Suites	Accommodations - Brendan Carty	\$292.81	\$-
Treat's Restaurant	Refreshments for video screening	\$95.00	\$-
dms Broadcasting	100 commercials/4 stations	\$498.34	\$-
Bliss	Bliss Retainer fee 2	\$8,500.00	\$-
Media	Weeks 9 - 20 (suggested)		\$7,000.00
Bliss	School Programme (suggested)		\$10,000.00
Bliss	2nd series of videos (suggested)		\$15,000.00
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		\$95,612.16	\$32,000.00
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PROGRAMMES

PROFESSIONAL DEVELOPMENT & TRAINING CENTRE

- Courses held during reporting period:
 - Essentials of Supervision: Developing your Team – 29 June – 11 attendees
- Upcoming:
 - Dealing with Difficult Customers – 27 July
 - Immigration: Permanent Residence – 8 August
 - Providing Exceptional Customer Service – 17 August
- Additional PD&TC Courses are being planned for the summer months.
- Actively marketing Internet Marketing Association workshops to deliver an online certification for Certified Internet Marketer.

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- Virtual College platform – total of 27 courses each dealing with an aspect of social media use. Contract has been signed. 10 licenses purchased. Active marketing of the new courses will begin by 7 July.

SMALL BUSINESS CENTRE

SME WORKSHOPS

- Workshops Held during reporting period:
 - New Cayman Islands Trade Marks and Designs laws – 22 June – facilitated by Sophie Davies of HSM – 19 attendees.
 - Enhancing the Value of your Business – 6 July – facilitated by James Andrews – despite active marketing, only 5 attendees.
- Upcoming:
 - 1 & 2 of August – details TBD
 - In the process of developing a listing of business support services for micro and small businesses. Omar Chambers has been appointed by President Kyle to lead this initiative and to chair the Chamber's Small Business Committee.

LEADERSHIP CAYMAN (LC)

- Activity during reporting period:
 - Culture & Heritage – 21 June – Class toured the National Museum and later had dinner catered by the Caribbean Kitchen. Speakers included: Nancy Bernard - Deputy Chief Officer at the Ministry of Health & Culture, Cayman Islands Government, Henry Muttoo – Artistic Director at the Cayman Islands National Cultural Foundation and Jean-Eric Smith “Notch”.
 - The 2017 Leadership Cayman class officially graduated from the programme on Saturday, June 24 at a reception held at the Ritz Carlton, Grand Cayman. Recognition awards were distributed with a special award given to Cox Lumber for their major sponsorship of the programme.
- Upcoming:
 - Materials are being prepared for the 2018 Programme and recruitment is scheduled to begin on 1 August.

MENTORING CAYMAN

- Recruitment for the 2018 Programme is scheduled to begin 1 August.

EVENTS

CHAMBER ORIENTATION/SPEED NETWORKING SESSIONS

- Upcoming Sessions:

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- Wednesday, 28 July (tentative) – Members Information
- Friday, 25 August – Speed Networking
- Friday, 13 October – New Member
- Friday, 15 December – Speed Networking

BUSINESS AFTER HOURS

- 22nd June – Cayman Registry and Civil Aviation Authority – 177 people registered to attend the event. Turnout was not as high as expected due to rain and thunder. Clients were happy with the event even with the bad weather.
- 14th September - Rubis
- 19th October - Westin Grand Cayman Beach Resort and Spa

BE INFORMED.

- Was held 20th June – Washington briefing: US relationship with the Caribbean – 9 attendees

DISASTER MANAGEMENT WORKSHOP

- Was held 21st June – Marriott Resort Grand Cayman, 8:30 a.m. – 12:30 p.m.

BUSINESS INCUBATION AND INNOVATION: A Nexus for small island countries

- Was held 30th June – Government Administration Building, Room 2112, 8:30 a.m. – 5:00 p.m.

EARTH DAY CLEAN-UP

- To be coordinated for 2018.

BUSINESS EXCELLENCE AWARDS

- Scheduled for October 14, 2017.
- Venue: The Ritz Carlton Grand Cayman.
- Sponsorship categories, Award categories, Rules of Entry, web page copy and submission instructions have been completed.
- Website design is nearly complete, actively recruiting sponsors.

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GOLF CLASSIC

- Scheduled for Friday, 3 November
- North Sound Golf Club
- Sponsorship materials completed, sales have begun

GOLDEN APPLE AWARDS FOR EXCELLENCE IN TEACHING

- Tentatively scheduled for 14th April 2018

CAREERS, EDUCATION & TRAINING EXPO

- Scheduled for 23 February 2018
- UCCI
- Sponsorship materials in process

COMMUNICATIONS

CAYMANCHAMBER.KY STATISTICS as of 7 July 2017

Month	2015	2016	% change from 2015	2017	% change from 2016
January	7,952	7,960	0.10%	10,493	31.82%
February	7,669	8,095	5.55%	10,692	32.08%
March	5,738	8,368	45.83%	12,569	50.20%
April	5,970	9,213	54.32%	11,279	22.42%
May	5,813	9,197	58.21%	10,134	10.19%
June	5,836	9,742	66.93%	9,098	-6.61%
July	5,799	7,868	35.68%		
August	6,097	8,969	47.11%		

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September	6,794	9,285	36.66%
October	8,012	8,864	10.63%
November	6,855	8,451	23.28%
December	5,812	7,207	24.00%

TOTAL BY				
YEAR	78,347	103,219	31.75%	64,265

PRESS RELEASES/INFORMATIONAL RELEASES

- 44 articles/press releases published to www.caymanchamber.ky.
- 3 articles sent to the press (all 3 published in the Compass)
 - Leadership Cayman Graduation
 - Disaster Management Article
 - ACCE Award Article
- 9 e-Blasts sent
 - Training x3
 - Newsletter
 - Events
 - Member e-Blast x3
 - SME e-Blast

ADVERTISEMENTS

- ¼ page colour, Cayman Compass, SME Workshop (July 4)
- Full page colour, Cayman Compass, Leadership Cayman Thank You (June 30)

FACEBOOK

As the marketing campaign for Growth Matters has now concluded, the numbers for likes/views/reach will drop considerably.

- Page has reached 18,569 persons (June 20 – July 7)
- Page followers increased from 1,794 to 1,820

- Page likes increased from 1,834 to 1,861

OPERATIONS

- Caymanian J'daya Mascal-Buttrum, a graduate of Triple C School, was brought on as a summer intern on 12th June. She has been assisting in removing non-essential files and shredding, cleaning out storerooms and covering the front office. Employment is scheduled to conclude on 18th August. She will be attending UCCI and has stated that she is prepared to work part time while in school.