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SUPPORT. PROMOTE. PROTECT.

The Cayman Islands Chamber of Commerce was established in 1965 and is a non-profit organisation that exists to Support, Promote and Protect Cayman business and the wider community. We proudly represent nearly 700 businesses and associations from every major industry sector.

MINUTES OF THE 1st MEETING OF THE 2017 COUNCIL ON 15th MARCH 2017, CHAMBER OF COMMERCE OFFICES, GOVERNORS SQUARE, WEST BAY ROAD, WEST BAY, GRAND CAYMAN, CAYMAN ISLANDS

ATTENDING:

- Mr. Kyle Broadhurst, President-Elect
- Mr. Paul Byles, President-Elect
- Mr. Chris Kirkconnell, Vice President
- Mrs. Roz Griffiths, Secretary
- Mr. James O'Brien, 2nd Year, Councillor
- Mr. Gregg Anderson, 2nd Year, Councillor
- Mrs. Cynthia Hew, 2nd Year, Councillor
- Ms. Denise Gower, 1st Year, Councillor
- Mr. Mike Gibbs, 1st Year, Councillor
- Mr. Steve McIntosh, 1st Year, Councillor
- Mr. Wil Pineau, CCE, Chief Executive Officer

1. Welcome/Call to order/Confirmation of required five Councilors for quorum

President Kyle called the meeting to order at 3:02 p.m. He confirmed the required quorum of five Council members and welcomed the newly elected Council members to the meeting. He said he was looking forward to working with everyone. CEO Pineau recorded the minutes.

2. Apologies

- Mr. Wayne Cowan, Treasurer
- Mr. Paul Pearson, Immediate Past President

3. Consent Agenda (*mover and a seconder for approval of all items listed*)

- Draft Minutes of 14th December 2016 Council meeting
- Administrative Report (12th December 2016 – 10th March 2017)

A motion to accept and approve the consent agenda items was moved by President Kyle, seconded by Secretary Roz and accepted.

4. New Business

a. Committees for 2017

The Chair presented the committee structure that he would like to introduce for the year. Three standing committees will remain but will require some revisions to their terms of reference, membership and project areas: Marketing and Communications, Community and Membership Development and Government Relations. Two new committees will be introduced to address education and small business matters.

ACTION ITEM: Draft terms of reference for the committees for review by the Executive Committee.

b. Advocacy

One of the first tasks in advocacy will be to review the current Chamber positions. Some of the positions are no longer relevant or have changed and some need to be shortened or removed. The first step will be for the positions to be reviewed by the Executive Committee. The Chair recommended limiting the positions to 10 to 12 and then to develop an advocacy agenda of up to five main areas and to make the positions much punchier. The positions and advocacy agenda will be circulated to the Council for review and final approval.

It was also agreed that there should be an established protocol developed to determine whether to review any proposed legislation based on its level of importance and overall effect on the membership and the business community. The CEO pointed out that there was an approved process for determining policy positions in the Chamber Council's Operations Manual. This process could be reviewed to determine if it required amendment. It was suggested that an extra half hour could be added to the Council meeting to discuss or review the policy positions and process.

The Council also agreed that there were three principle areas involved the advocacy process: consultation (meetings with government and stakeholders), coordination (research and the development of position papers) and advocacy (development of a plan to communicate the position).

The Chair informed the Council that two focus groups were being planned to address the needs of small businesses and to assist the Ministry of Commerce with the development of a micro and small business strategy. The C.I. Small Business Association would also be involved in the focus groups. Three focus groups would be planned in March to be facilitated by President-Elect Paul. Three focus groups on the topic of education will be planned once the Candidates Forums are done.

c. **2017 Candidates Forums (19 forums beginning on 7th April)**

The CEO updated the Council of the organisation of 19 forums for the elections. Hurley's Media/Cayman 27 has agreed to broadcast the forums in Grand Cayman live and the forums in Cayman Brac on Rooster 101.9 FM. Cayman 27 are also organising 6 debates and they want the Chamber's involvement with asking questions. Cayman 27 will invite the candidates for the debates. All forums will be streamed on the internet as well and will be posted to the Chamber website the following date or as soon as each is received. The forum format is unchanged from previous elections. All candidates will be invited to participate. All will be asked the same questions and will have two minutes to respond to each question. All candidates will be allowed a two-minute closing statement. Questions will be based on the results of the membership survey and those submitted by the members. Questions from the district and public will also be accepted. The Chamber representative will deliver an opening statement on behalf of the Council and will then introduce the moderator who will announce the rules for the forum and will introduce the candidates. Written questions from the audience will also be accepted but reviewed

by the Chamber representative and moderator to confirm that the submissions are appropriate and are directed at all candidates and do not contain any personal attacks or insults.

5. Upcoming Events:

- a. **BUSINESS AFTER HOURS** – Thursday, 16th March at 5:30 p.m. hosted by Guy Harvey's
- b. **SME WORKSHOP** – Thursday, 16th March at 5:30 p.m., The Cost of Doing Business
- c. **BE INFORMED** - Wednesday, 22nd March at 3 p.m. - Education Review, Minister Rivers and Staff
- d. **Careers, Education and Training Expo** – Friday, 24th March, UCCI, 10 a.m. – 4 p.m.
- e. **BE INFORMED** — Wednesday, 29th March at 3 p.m. – Joel Walton, Director, Cayman Islands Shipping Registry

6. Next meeting: Wednesday, 12th April, 3 p.m.

7. Adjournment

The meeting adjourned at 4:30 p.m.