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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 more than 700 businesses and associations from every major industry sector and have recently expanded our operations to include a Visitors Centre.

MINUTES OF THE 5th MEETING OF THE 2012 COUNCIL ON 9th MAY 2012 AT THE CHAMBER OF COMMERCE & VISITORS CENTRE SECOND FLOOR BOARD ROOM, WEST BAY, GRAND CAYMAN, CAYMAN ISLANDS.

ATTENDING:

- Mr. David Kirkaldy, President and Chairman
- Mr. Chris Duggan, President-Elect
- Mr. Johann Moxam, Vice President
- Mr. Lendon Jackson, Secretary
- Mr. Shayne Howe, 3rd Year Councilor
- Mr. Alan Brady, 1st year Councilor
- Mrs. Natalie Urquhart, 1st Year Councilor (*left the meeting at 4:55 p.m.*)
- Mr. Wil Pineau, CCE, Chief Executive Officer

1. Call to order

President David Kirkaldy called the meeting to order at 3:30 p.m. He confirmed the required quorum of five Council members for the meeting. CEO Wil Pineau recorded the minutes.

2. Apologies

- Mr. James O'Neill, Immediate Past President (off island)
- Mr. Wayne Cowan, Treasurer
- Mr. Rory Mohammed, 1st Year Councilor (off island)
- Mr. Barry Bodden, 3rd Year Councilor
- Mr. Kyle Broadhurst, 2nd Year Councilor

3. Review/Approval of draft minutes from the 11th April 2012 Council meeting

The draft minutes were distributed prior to the meeting for review. A motion to accept the draft minutes without amendment was moved by Mr. Duggan, seconded by Mr. Moxam and approved unanimously. The President and Secretary will sign the approved minutes which are to be posted to the members section of the Chamber website.

4. Action items arising from the Minutes

a. Request for proposal (RFP) for health insurance plan for Chamber members

The Health Insurance Committee held a meeting on 13th April. The committee is expecting to receive another proposal from an interested party on by 17th May.

ACTION ITEM: Treasurer Wayne will report the findings of the committee at the June meeting.



b. Future of Cayman economic development initiative

Deputy Governor Franz Manderson responded to the President's letter that sought support for appointing co-chairs from the public sector to serve on the five driver groups. He wrote: "I very much support the FCI and the involvement of Chief Officers and senior Civil Servants in this important initiative. If there is anything that I can do in support of FCI kindly let me know." Mr. Manderson has been asked to confirm the names of the Chief Officers to the co-drivers. Mr. Tristan Hydes is unable to continue for the Infrastructure Driver Group and Mr. Alan Jones has been asked to replace him. Emails have been distributed to the driver groups co-chairs urging them to meet monthly to work to complete their assigned objectives and actions. Steering Committee Chair Shayne Howe and the CEO met with Lynne Byles to discuss the Future of Cayman Forum which is planned for November. There is considerable work to be done and it was agreed that outside assistance may be required. It was also agreed that the original date for the Forum (2nd November) will have to be changed since there is a major event planned near that date. The Ritz Carlton was contacted and they have reserved 23rd November for the event. The only other option was 26th October which conflicts with the Business Expo.

c. Tariff Harmonisation Customs Codes

The CEO contacted the Customs Department to confirm the date for a presentation on 30th May at the next **BE INFORMED** session. The Customs Department will confirm their availability by mid May.

ACTION ITEM: CEO will contact the Customs Department to confirm education sessions for membership for 30th May.

d. Chamber Pension Plan

Further to April's discussion, the plan's General Manager Mr. William Fleury has produced a summary of the steps that were taken by the Trustees to appoint two new service providers for the plan. The printed report was distributed at the meeting. After reviewing the report, the Council recommended that all Chamber appointments to Government Boards, advisory bodies and Chamber committees should be required to sign a code of conduct form which lists the monthly expectations for reporting to the Council, sets minimum attendance requirements and identification and declaration of any potential conflicts of interest and a commitment to professionalism form.

ACTION ITEMS: The CEO will circulate the Commitment to Professionalism form and a Code of Conduct form for review and approval.

e. Labour Law amendments

The CEO contacted the Employment office to determine if there are any informational documents that explains employment related legislation. The department does not produce this type of material but directs everyone to the law itself according to a senior official there. The most recent amendment was passed in November 2011 and dealt with severance pay, eliminating the cap that once existed. The CEO



recommended the development of an Employers Guide to Labour Legislation which can be used as an information document to existing and new members of the Chamber. Small businesses in particular may be unaware of the provisions of the various pieces of employment legislation and they would appreciate receiving information in an easy to read format. President David asked Councilor Alan, who works in the recruitment industry, to lead this initiative on the development of the information booklet with support from Secretary Len. Alan also volunteered to assist with seeking scholarship information for the new website, www.showmethemoney.ky which will allow employers to list their scholarships. He will contact the Immigration Department for a listing since it is a requirement for many businesses to offer scholarships in specific industries. The Council also supported inviting Mr. Mario Ebanks, new Director of Labour and Pensions, to attend the June Council meeting so he can share his vision for the reform of the Labour and Pensions Office and to establish a proactive working relationship.

ACTION ITEMS: Councilor Alan will develop a draft template for the development of the Chamber of Commerce Guide to Labour Legislation and will contact the Immigration Department for assistance with gathering scholarship information. The CEO will contact Mr. Mario Ebanks to invite him to the next meeting of the Council.

f. Action on advocacy issues

PE Chris and the CEO met on 26th April to review the Council of Associations action items and to discuss a plan to develop draft legislation for Sunday Trading and Daylight Savings Time. The CEO has contacted attorneys who are believed to have worked on various drafts. Once confirmed, these drafts will be used by PE Chris and Councilor Kyle to develop a final draft for review.

ACTION ITEM: The PE and CEO will research the matter further to gather information that will assist with the drafting of legislation.

5. CEO Report (10th March – 5th April 2012)

The report was distributed to the Council prior to the meeting for review. The CEO noted that membership retention was 87.45% as at 2nd May with 25 new members which is approaching the 90% retention level which has been achieved for several years. The Council requested a copy of the membership directory so they can review the businesses that are members. After reviewing the directory, the President asked Councilor to refer five businesses that could be approached for membership. The Membership Committee will be developing a strategy as part of the Chamber's Strategic Plan. Membership has been identified as one of the three main pillars for the plan. President David informed the Council of the action taken by the Immigration Department to clamp down on cruise ship photographers. He recommended the release of a statement congratulating the Immigration Department for taking this action and urged them to clamp down on illegal business activity. The CEO also noted that the golf tournament was a success with 120 golfers participating (11 in the am and 19 teams in the pm). Special thanks were given to Councilor Rory for his assistance with organizing the event and helping to recruit some teams and sponsors. The CEO also noted that a communications



plan is being prepared for the One Man One Vote campaign. The Council expressed its concern regarding the announcement of another public holiday being declared for the referendum. There are already more holidays with pay this year than ever before. Adding another holiday increases the business costs. The Council supported the release of a statement expressing their dissatisfaction with declaring another holiday when the referendum could have been done without the need to close down business.

ACTION ITEMS: CEO will distribute membership directory in PDF format to the Council. Each Council member will submit five businesses to approach for membership. A statement will be prepared expressing objection to the declaration of a public holiday on 18th July.

6. New Business

a. Strategic Plan presentation

The CEO presented the final version of the strategic plan in a power point presentation. The plan rests on three main pillars: membership, business and community and four main focus areas: Innovation, Advocacy, Influence and Relationships. The plan includes a vision statement, mission statement, strategic plan vision and core values. VP Johann recommended increasing the annual reserve for future needs from 5% to 10% as well as including a provision for plans for a permanent home for the Chamber. The Council supported these amendments. A motion to accept the Strategic Plan was moved by VP Johann, seconded by Secretary Len and approved unanimously. President David and the Council acknowledged and thanked the CEO for his work with preparing the document.

ACTION ITEM: The CEO will post the Strategic Plan to the website and is responsible for its implementation.

b. Chamber Appointments to Government Boards and Advisory groups

Secretary Len expressed concern about the lack of Chamber representatives appointed to serve on key Government Boards and advisory committees. As the largest organisation representing businesses and associations in the Cayman Islands, he felt it was important for the Chamber to represent the interests of its membership on key Boards such as Immigration and Trade and Business Licensing. Past Chamber Councils have written to Government requesting opportunities to submit nominations for various boards and groups. Appointments are usually left to the political directorate to decide. Secretary Len said at a recent Small Business Committee meeting with the Deputy Chair of the Trade and Business Licensing Board, that Chamber representatives were invited to attend a meeting so they can get a better understanding of the operations of the Board. Secretary Len supported similar visits to other Boards. The Council agreed but pointed out that many of these appointments are based on political allegiance. It was pointed out that the Chamber has been invited to submit nominees to serve on several advisories boards and groups and many of these have been accepted. The CEO will circulate the most current list of Chamber



appointments and will seek to obtain a complete list of the various Government Boards.

ACTION ITEM: The CEO will prepare and circulate a list of the Boards and Advisory Groups that the Chamber currently serves to the Council and will seek to obtain a list of Boards and Advisory Groups.

7. Next meeting: Wednesday, 13th June 2012, Chamber conference room, Governors Square, 3:30 p.m.

8. Adjournment

The meeting adjourned at 5:10 p.m.

Approved by:

David Kirkaldy
President & Chairman

Lendon Jackson
Secretary