



**MARITIME AUTHORITY OF THE CAYMAN ISLANDS (MACI)**

**Minutes of Board of Directors' Meeting**

Held on 15 January 2020 at 3:00 p.m.  
Queensgate Bank, Harbour Place  
North Church Street, George Town, Grand Cayman

**Members Present:**

Sherice Arman, Chairman  
Ian Wight, Deputy Chairman  
Robb Maass, Director  
Gene DaCosta, Director  
John MacKenzie, Director  
Stefano Rosina, Director

**Ex – Officio Attendees:**

Joel Walton, CEO  
Lorna Washington, Secretary

**Apologies:**

Charles Clifford, Director

**Invited:**

Kenrick Ebanks, Global Director, Commercial Service  
Glenda Dilbert-Davis, Global Director, Human Resources & Administration  
Peter Southgate, Regional Director, Americas/Yacht Code Specialist

**1. CALL TO ORDER**

The Meeting was called to order at 3:00 p.m.

The Chairperson welcomed the Deputy Chairman, Mr. Ian Wight. Mr. Wight gave background regarding himself.

**2. APOLOGIES**

Mr. Charles Clifford, Director

**3. QUORUM**

**IT WAS RESOLVED** that in accordance with Schedule I, Section 7 (9) of the Maritime Authority Law (2013 Revision), a quorum of a simple majority of the Members was present and that business would proceed.

**4. REVIEW AND APPROVAL OF PREVIOUS MINUTES**

**IT WAS NOTED** that the Minutes of the Meeting held on 11 December 2019, was deferred

**5. UPDATES FROM PREVIOUS MINUTES**

**a. MACI Policy on Health Care in-Retirement Benefit** – This item was deferred.

**b. 2020 & 2021 MACI Budget** – This item was deferred.

**c. Office Accommodation** – The CEO stated the remainder of the staff has been moved to Breezy Castle. The space is tight and the space across the parking lot on the first floor is being considered. There is one employee working remotely from home. The Board noted this item.

**6. NEW BUSINESS**

- a. **Cayman Registry Performance, January-November 2019** – This item was deferred.
- b. **Potential Business Development, Events, Special Projects, Training, HR and Official Meetings Programme, January 2019 – December 31, 2019** – This item was deferred.
- c. **2018 Revision to GT and UK Employee and Office Policies Handbook** – This item was deferred.
- d. **MACI Management Accounts (un-audited) January-October 2019** – This item was deferred.
- e. **2019 Annual Report on Corporate Document Performance** – The CEO gave the presentation. The CEO stated the Corporate Document guides the Authority and set the stage for the next 3 years.
- f. **Draft FY 2020 – 2022 Corporate Document** – This item was deferred.
- g. **Accounting Policies** – This item was deferred.
- h. **Reappointment of the Finance and Audit Standing Committee** – The following persons were appointed to this committee:
  - Mr. Ian Wight – Chairman
  - Mr. Gene DaCosta – Member
  - Mr. John MacKenzie – Member
  - Mr. Kenrick Ebanks – Secretary

The committee is to meet before the Financials are sent to Audit Department. The Financials will be circulated via round robin on 19 February 2020, to Board members before being submitted to the Audit Department.

The resolution was passed by the Board to accept the appointments.

- i. **Potential 2019 Honorarium and 2020 COLA** – The CEO stated MACI awarded a 5% COLA in January 2019 to all staff on record, this coincided to that of Central Government's.

Management propose that the Board consider awarding a 5% COLA commencing in January 2020 payroll to all direct employees, GT and UK who remained employed up to 31 January 2020. The proposal was moved by Mr. Ian Wight and seconded by Mr. John Mackenzie. The Board passed the resolution.

**7. OTHER BUSINESS**

- a. **Circulation of Signed Minutes:** 14 August 2019.
- b. **Replacement of Board Secretary** – The CEO thanked the Board Secretary for her service. The CEO stated a replacement needs to be found for the position of Board Secretary. The preference is to look for someone independent of the Authority. Members were asked for recommendations by the next board meeting in April.
- c. **Post Retirement Benefits** – Mr. Gene DaCosta stated he spoke to Mr. Conolly (Health Insurance Committee) who is willing to guide himself and Mr. Charles Clifford on this matter.

**8. DATE OF NEXT MEETING**

- a. Monday, 27 April 2020

**9. ADJOURNMENT OF MEETING**

The Meeting adjourned at 4:45 p.m.



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Sherice Arman  
Chairman

8 July 2020

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Date