



CAYMAN PORT

**BOARD OF DIRECTORS MEETING
Port Authority of the Cayman Islands
45A Harbour Drive
6th September, 2017
Meeting No. 415b**

A meeting of the Port Authority of the Cayman Islands Board of Directors was held on Thursday, 6th September, 2017 at the Port Administration Building, 45A Harbour Drive, Grand Cayman, Cayman Islands.

1. Welcome and Call to Order

Chairman Errol Bush welcomed attendees and called the meeting to order at 1:17pm.

2. Attendance and Apologies

Members Present

Mr. Errol Bush, MBE – Chairman
Mr. Gerald Kirkconnell – Deputy Chairman
Mr. Charles Clifford – (HM Customs)
Mr. Woodward DaCosta
Mr. Ashton Bodden, JP
Mr. Robert Foster
Ms. Jacqueline Scott-Rankine
Mr. Stran Bodden (Ministry of DAT&T)
Mr. Michael Nixon (Ministry of Finance)
Mr. Arek Joseph, OBE
Mr. Clement Reid – Port Director

Apologies for Absence(s):

None

Other Attendees

Ms. Robynette Hera – Recording Secretary

3. Quorum

IT WAS RESOLVED that in accordance with Section 17 (1) (g) of the Public Authorities Law 2017, a quorum of the simple majority of the Members who are entitled to vote were present and that the business would proceed.

4. Review and Approval of Minutes

IT WAS NOTED that the Minutes of the Meeting #415 held on 31st August, 2017 would be confirmed at the next meeting, citing the corrections in the Other Business section – reference to the Deloitte Human Capital project and update on the Cruise Berthing and CDC upgrade projects.


5. Updates from Previous Minutes

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6. Port Director's Monthly Report

The Port Director's (PD) Report for August encompasses all other reports for the purpose of this meeting. The PD presented updates on the financial performance, strategic plan implementation, and risk and compliance management.

Matters for noting

- a) The Board discussed representations relating to the new shift system for night workers that was implemented on Monday, 21st August, 2017. Ms. Jacqueline Scott-Rankine suggested PACI conduct an engagement survey.
- b) A policy is to be drafted regarding MLA's requests for PACI employee services.
- c) Training for the new yard management system commenced on Monday, 4th September, 2017.
- d) The Port Director updated the Board on the recent recruitment of staff. 

7. New Business


- a) Draft Budget –
The Board was presented with the Draft 2018-19 Budget documents and will reconvene on Tuesday, 12th September, 2017 to discuss and review its contents before approving it.

8. Other Business (continued from the last meeting)

- ii) Letter from Mr. Robert Hamaty, Tortuga Rum Co -
The Board discussed Mr. Hamaty's request for a bonded warehouse at the Royal Watler Cruise Terminal. The Board decided that the request would be revisited pending his approval from Customs / CI Government and his ability to comply with standards that PACI has set.
- iii) Letter from Ms. Caren Wight –
After a lengthy discussion, the Board was in agreement to deny Ms. Wight's request for PACI to reduce her rent for the awning, as it would result in loss of revenue because the price reduction would have to be applied to all tenants with awnings. PACI, however, would take into consideration her mention of the Royal Watler Terminal's unattractive appearance due to some tenants not complying with tenant agreements, such as moving beyond their current footprint, and address these issues.
- iv) Letter from the Hon. Attorney General (AG), dated 12 July, 2017 –
The Board agreed to accept the advice from the AG on his proposed ex gratia award. A letter is to be drafted to the AG on the decision.
- v) Photographs from the Brac Office –
The Board reviewed the photographs of the Brac Office server room. The PD confirmed that the situation has been taken care of.
- vi) Email from Ms. Darlene Manzanares –
The Board discussed Ms. Manzanares' request to hand out flyers / coupons at the Port. It was resolved that she be advised of the opportunity to advertise through Discount Tours, the advertising avenue already in place at RWT.

9. Adjournment and Date of Next Meeting

The Chairman adjourned the meeting at 6:02pm. It was noted that the Board would reconvene at 12:30pm on Tuesday, 12th September, 2017 to discuss the draft budget.



Mr. Errol Bush - Chairman



Ms. Robynette Hera – Recording Secretary

