

**MINUTES OF CAYMAN ISLANDS AIRPORTS AUTHORITY (CIAA) BOARD MEETING
HELD AT BOARDROOM, ORIA, ON 20 APRIL 2023**

BOARD MEMBERS

Present:

Chairman:	Mr. Johann Moxam
Deputy Chairman:	Mrs. Marva Bodden-Reid
Director:	Mr. Nathaniel Tibbetts
Director:	Ms. Jacqueline Haynes
Director:	Mr. Roy Grant
Director:	Mr. Jonathan Edie
Director:	Mr. Alfred Thompson, Jr.
Director:	Mr. Charles Clifford

Apologies:

Director:	Mr. Stran Bodden
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Others Present

CEO/Secretary:	Mr. Albert Anderson
Recording Secretary:	Mrs. Carlene Logan

1. WELCOME & OPENING REMARKS

1.1. The Chairman called the meeting to order at 1:20 p.m. and welcomed everyone.

2. REVIEW & CONFIRMATION OF MINUTES

2.1. Minutes of 9 March 2023 were approved.

3. MATTERS ARISING FROM ABOVE MINUTES



S11(2)(c)

4. FINANCIAL REPORT – CFO, MS. KAREN BAPTISTE

Revenue increased by 123% or \$4.9M when compared to March 2022.

- Passenger movements increased by \$2.7M or 131%
- Passenger Facility Charges also increased, by \$956,947
- Aircraft movements revenue up by \$269,835 or 51%
- And non-aeronautical revenue increased by \$987,078 or 144%

- In comparison to 2019, total revenue is down by \$1,887,622 or 17%. Or in other words, total revenue for the first quarter of 2023 is at 83% of 2019 total revenues.
- Expenses increased, by \$1,430,893 or 21% when compared to March 2022
 - Staff costs have increased by \$633K or 17%
 - CAA certification up by \$325K
 - Contracted services up by \$311K or 27%
 - Utilities up by \$146K year on year

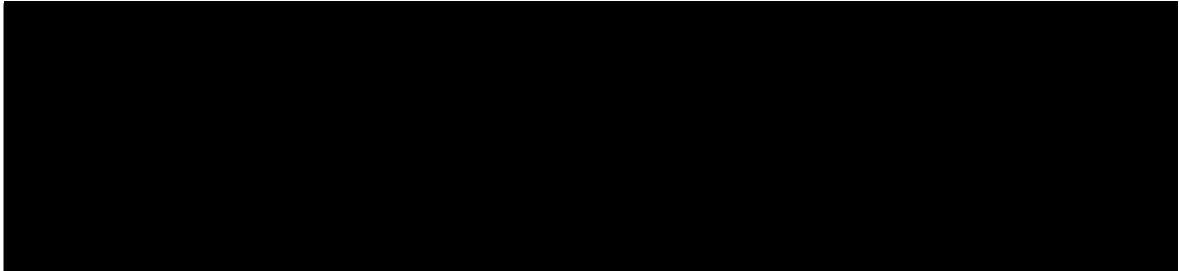
In comparison to 2019, total expenses have surpassed 2019's total expenses, above by \$1,260,672 or 18%.

As at March 2023, a Net Gain (before PFC exclusion) of \$629,257 was realized versus a Net Loss of \$2.88M last year (March 2022)

5. OPERATIONAL UPDATE – CEO, MR. ALBERT ANDERSON

- **Re-launching ORIA Advertising Programme** – an RFP was issued on 16 February to four experienced international airport advertising companies seeking proposals to our named deliverables. RG Media is the approved vendor, to be given a one-year non-exclusive agreement with the option to renew for a further one-year term. CIAA is responsible for the invoicing and collection of advertising fees and any capital expenditure and enhancements required for the advertising program. This was met favorably by the Board.

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Director, Mr. Nathaniel Tibbetts left the meeting at 2:51 p.m.

- **ATC** – ORIA ATCOS continue to rotate through CKIA 2 weeks at a time to fill staffing gap. ATCO manning levels still short at ORIA and CKIA but hiring is in progress.
- **AIS** – Due to staff shortage, AISOs from CKIA continue rotating to provide coverage of shifts at ORIA. Each officer completes a 1-month period rotation of shifts. Hiring is in progress.
- **CKIA AWOS** - Runway 09/27 pending recommissioning. The manufacturer is working to resolve the issue. Meanwhile backup systems on the tower roof is being used to provide weather information.
- **CAACI 2023 Audit** – Commenced 11 April, scheduled completion 27 April.

Director, Mr. Nathaniel Tibbetts returned at 3:12 p.m.

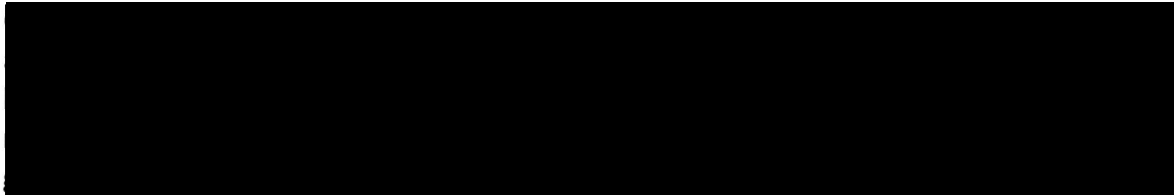
- **Airports Development Project Update** – 2nd presentation to Caucus was Monday, 17 April. Approval in principle was given to the draft Outline Business Case for the Airport Development Project, subject to Government funding availability to proceed with the procurement of Scenario 4 which includes the GA Terminal and apron, runway extension

into the North Sound, Air Traffic Management (ATM) Surveillance system, runway strip widening, RESA extension and installing turn pads at CKIA, concept drawings for ORIA terminal expansion and environmental impact assessments for all projects over the next three years.

6. ANY OTHER BUSINESS

- Increasing Chiefs and Managers signing authority limits – this was approved by round robin earlier and ratified at today's meeting.
- Waiving of Landing & Parking Fees for all flights to CKIA and landing fees for inter-island flights to ORIA – current Resolution on this was approved by the Board to be extended for a further year.

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- Recruitment Business Cases – Approval was given for the recruitment of 1 Records Officer, 7 Security Officers for CKIA and 3 Airside Operations Supervisors (Duty Managers) for ORIA.

7. NEXT MEETING

This will take place on Thursday, 25 May, 12:30 p.m.

8. ADJOURNMENT

There being no further business, the meeting adjourned at 4:32 p.m.

Johann Moxam – Board Chairman

Albert Anderson - Board Secretary