



**MINUTES OF CAYMAN ISLANDS AIRPORTS AUTHORITY (CIAA) BOARD MEETING  
HELD AT BOARDROOM, ORIA, ON 26 SEPTEMBER 2024**

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**BOARD MEMBERS**

**Present:**

Chairman: Mr. Johann Moxam  
Director: Mr. Roy Grant  
Director: Mr. Jonathan Edie  
Director: Mr. Stran Bodden  
Director: Mrs. Jacqueline Haynes  
Director: Mr. Alfred Thompson, Jr.

**Apologies:**

Director: Mr. Nathaniel Tibbetts

**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 12:50 p.m. and welcomed everyone.

**2. MATTERS ARISING FROM ABOVE MINUTES**

2.1. Brac and Forth – No update since last meeting.

2.2.

2.3.

2.4.

2.5. Marvel Ebanks' Land Issue – CEO has had no response to his letter.

S21(1)(b)

*Director, Mr. Alfred Thompson arrived at 2:07 p.m.*

**3. PRESENTATION – ATLANTIC AVIATION (ISLAND AIR) – Mr. Sam Anderson**

3.1. Mr. Sam Anderson, General Manager of Island Air, gave a comprehensive presentation on the Company since its inception 19 years ago, to now being rebranded as Atlantic Aviation.

**4. PRESENTATION – UPDATE ON GA APRON/HELIPORT/DOCK DESIGN – AVIA NG**

4.1. Avia NG gave an update on the project's timelines and next steps.

5.



S11(2)(c)

**6. REVIEW & CONFIRMATION OF MINUTES**

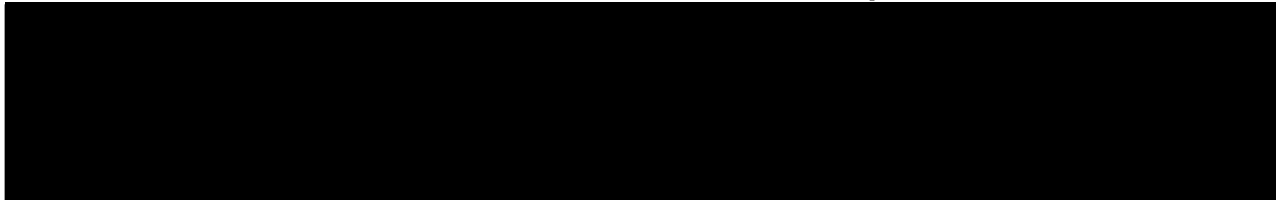
6.1. Minutes of 25 July were approved.

**7. FINANCIAL REPORT – CHIEF FINANCIAL OFFICER (CFO), MRS. KAREN BAPTISTE**

- Total Revenue YTD for the month ending August 2024 was \$34.8M compared to \$27.9M in August 2023. This is a 25% increase year on year as a result of:
  - A 26% increase across aeronautical income -contributed to by the Airport development fees
  - And a 17% increase in fees and charges from advertising, car parking, ground handling and ID/Access cards revenue.
- Total Expenses of \$23.9M in August 2024 was up by 1% when compared to \$23.7M in August 2023.

Staff costs have increased by 7% or \$897K, this was partially offset by a 20% decrease in Other Operating expenses and a 2% decrease in Contracted services.

Bank reconciliation entries in the amount of CI\$15,012.34 were approved by the Board to be written off, considering all efforts have been exhausted in collecting.



S11(2)(c)

*Director, CO Mr. Stran Bodden left the meeting at 5:01 p.m.*

**8. OPERATIONAL UPDATE – CHIEF EXECUTIVE OFFICER (CEO), MR. ALBERT ANDERSON**

- ORIA Security Check Point (CP2): 95% completed. Certificate of Occupancy expected in October.
- South Side Secondary Fence: 90% completed. Razor wire remains to be installed. Delayed by rainy weather.
- Upstairs Departure Hall Renovations / ORIA Second Floor: RFP submissions currently being evaluated. Contract to be awarded mid October. Construction 6-8 months.
- ORIA East Staff Parking: Property excavated. Civil and electrical work with BCU.
- East Canopy (ORIA): Foundation completed. BCU red card pending.
- ORIA General Aviation Apron – 95% completion of design drawings
- ORIA Air Traffic Control Tower Structure & Maintenance: Structural engineer company engaged.

*Director, Mr. Alfred Thompson, Jr. left the meeting at 4:31 p.m.*

**9. AOB**

- A vote by round robin (email) to approve Island Air's request of displaying signage under its rebranded name "Atlantic Aviation" was ratified.

- [REDACTED]

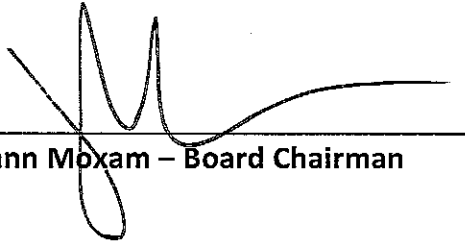
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**10. NEXT MEETING**

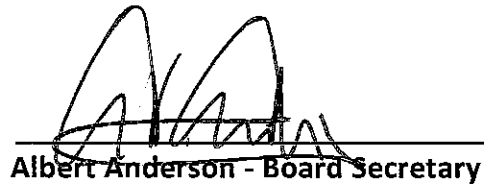
This will take place on Thursday, 31 October 2024, 12:30 p.m.

**11. ADJOURNMENT**

The meeting adjourned at 5:26 p.m.



Johann Moxam – Board Chairman



Albert Anderson - Board Secretary