

Capital Projects Advisory Review Board
Board Development Committee

Meeting Agenda

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Committee focus:

To aid in candidate outreach, recruitment, improve transitioning, and educating new board members on the roles, operating procedures, and the scope of the board.

(9 Active Members; 5 = Quorum)

	Robynne Thaxton Co-Chair	Thaxton Parkinson PLLC	CPARB
	Lekha Fernandes	OMWBE	CPARB
	Bill Frare	Public Owner	CPARB
	Santosh Kuruvilla	Exeltech	CPARB
	Irene Reyes	The Glove Lady	CPARB
	Linneth Riley Hall	Sound Transit	CPARB
	Jessica Murphy / Dave Johnson	PRC Chair/Vice Chair	PRC Leadership
	Olivia Yang	WSU	CPARB
	Janice Zahn	Port of Seattle	CPARB
		Vacant General Contractors	CPARB
		Vacant Architects	CPARB

AGENDA

Item	Purpose	Presenter	Time
Welcome	Information	RT	3:00
Review and approve agenda	Action	All	3:05
Review/Approve minutes from 6/10/2024	Action	All	3:06
Invitation to public to participate	Information	RT	3:08
Recruit Mentors for CPARB			3:10
Open Discussion regarding BDC priorities.			3:25
Structure of the PRC	Discussion/Action	All	4:00
- Owner Representation	Discussion/Action	All	
- Additional Members?	Discussion/Action	All	
New Issues – Board Recruitment	Discussion	All	
- Develop Materials for Recruitment for CPARB and PRC	Discussion		4:15
Set agenda for next meeting: August 1	Discussion	All	4:25
Adjourn	Action	All	4:30

The committee meeting will be conducted virtually via the TEAMS platform.

PARKING LOT:

- PRC Position Descriptions
- Resources subsection on webpage

ACTION ITEMS FROM THE LAST MEETING:

1. Co-Chair Robynne Thaxton and Co-Chair Bill Frare will connect with Linneth Riley Hall and Keith Michel to discuss the proposed change of focus for the Board Development Committee and invite them to attend future meetings.