



Meeting Minutes

Cultural Access Program Advisory Board

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Marygrace Goddu
(360) 480-0923

Thursday, July 10, 2025

5:00 PM

City Council Chambers

1. CALL TO ORDER

Chair Meade called the meeting to order at 5:08 p.m.

1.A ROLL CALL

Present: 9 - Chair Melissa Meade, Vice Chair Anne Larsen, Boardmember Bret Anderson, Boardmember Genevieve Chan, Boardmember Diana Fairbanks, Boardmember Nick Howard, Boardmember Mariella Luz, Boardmember Justin McKaughan and Boardmember Paul Parker

1.B OTHERS PRESENT

Inspire Olympia Program Staff:
Marygrace Goddu
Amelia Layton

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

[25-0607](#) Approval of May 1, 2025 Cultural Access Advisory Board Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - None

5. ANNOUNCEMENTS

Members shared recent and upcoming events and information.

6. BUSINESS ITEMS

[25-0606](#) Program Review and Forward Planning

Ms. Goddu and Ms. Layton provided a presentation.

Boardmember McKaughan moved, seconded by Boardmember Luz, that the Inspire Olympia funding pathways for the coming two-year granting cycle be revised as follows:

Applicants for Comprehensive Funding may seek up to 20% of the organization's total annual budget, based on the average of actual income over the last two completed fiscal years, up to a maximum of \$85,000 per year for two years. This is an increase from the current calculation of 15% of annual budget, up to a maximum of \$75,000. Additionally, a requirement will be added that applicants for Comprehensive Funding must offer youth programming. Applicants for Impact Funds may request a minimum of \$5,000 and up to \$50,000 per funding cycle. The motion passed by the following vote:

Aye: 7

Nay: 2

8. OTHER TOPICS

Ms. Goddu shared that the current Chair and Vice Chair expressed willingness to continue in their roles.

Ms. Luz moved, seconded by Ms. Fairbanks, that Melissa Meade be re-elected as Chair of the CAAB and Anne Larson be re-elected as Vice Chair. The motion was unanimously approved.

9. ADJOURNMENT

The meeting adjourned at 8:30 pm.