



# Meeting Minutes

## Cultural Access Program Advisory Board

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Marygrace Goddu  
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**Thursday, June 6, 2024**

**6:00 PM**

**Online**

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**1. CALL TO ORDER**

Co-Chair Luz called the meeting to order at 6:09 p.m.

**1.A ROLL CALL**

**Present:** 7 - Co-Chair Mariella Luz, Boardmember Bret Anderson, Boardmember Diana Fairbanks, Boardmember Wayne Kleppe, Boardmember Anne Larsen, Boardmember Justin McKaughan and Boardmember Paul Parker

**Excused:** 2 - Co-Chair Mikaela Shafer and Boardmember Melissa Meade

**1.B OTHERS PRESENT**

Cultural Access Program Manager Marygrace Goddu  
Program Specialist Amelia Layton

**2. APPROVAL OF AGENDA**

The agenda was approved.

**3. APPROVAL OF MINUTES**

[24-0475](#) Approval of May 2, 2024 Cultural Access Advisory Board Meeting Minutes

The minutes were approved.

**4. PUBLIC COMMENT - None**

**5. ANNOUNCEMENTS - None**

**6. BUSINESS ITEMS**

**6.A Open Public Meetings Act Training Video**

Boardmembers watched the Open Public Meetings Act Training Video.

The training was completed.

**6.B Update on Program Administration**

Ms. Goddu provided an update on Program Administration.

**The information was received.**

**6.C Retreat Planning and Preparation**

Ms. Goddu led planning and preparation discussion for the upcoming retreat. Topics will include the following:

- Analysis of program roll-out and community response, to identify opportunities for continuous improvement and specific program updates for 2025.
- A review of the board's commission and workplan, including annual schedule for regular and special meetings.

**The discussion was completed.**

**7. REPORTS - None**

**8. OTHER TOPICS - None**

**9. ADJOURNMENT**

The meeting adjourned at 7:06 p.m.