

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
	Bill Frare, Co-Chair	Public Owner	CPARB
	Lekha Fernandes	OMWBE	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	3:30
Review and approve agenda	Action	All	3:35
Review/Approve minutes from 7/16/2024	Action	All	3:36
Invitation to public to participate	Information	RT	3:38
Board Development Comm priorities -	Discussion		3:40
New Issues -			
Set agenda for next meeting: October 15th	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
- Recruitment material for CPARB & PRC

**ACTION ITEMS FROM THE LAST MEETING:**

1. Co-Chair Robynne Thaxton will follow up with Keith Michel about the CPARB mentorship program.
2. Co-Chair Thaxton will connect with CPARB Chair Linneth Riley-Hall to add the structure of the PRC and balancing owners to the agenda for the next CPARB meeting.
3. Co-Chairs Thaxton and Bill Frare will continue coordinating with Keith and Linneth about the proposed new direction for the Board Development Committee.