

Budd Inlet Subcommittee Meeting

October 3, 2024 – 5:00 pm

In-Person: Percival Plaza – Room 102C, 626 Columbia Street Northwest, Olympia, Washington

AGENDA

5:00 – 5:05 p.m.	Welcome and Call to Order	5 min	TBD
5:05 – 5:10 p.m.	Approval of Agenda	5 min	TBD
5:10 – 5:30 p.m.	Officer Election (Chair, Vice Chair, Secretary)	20 min	TBD
	Per the Port of Olympia Citizens Advisory Committee Operating rules, subcommittees will establish a chair, vice chair and secretary every September with results included in the minutes and forwarded to the Commission Coordinator. The process for selecting the officers is not defined. Duties include:		
	<ul style="list-style-type: none">• Chair: preside over the meetings and exercise all powers usually incident to the office, including coordination of meeting agendas with the designated Port staff. The subcommittee Chair will also submit updates to the POCAC at regularly scheduled POCAC meetings and present the final report or presentation to the Port Commission.• Vice Chair: In the absence of Chair, perform all duties of the Chair at the meeting.• Secretary: Record meeting minutes and submit them to the Commission Coordinator for posting on the Port’s website.		
5:30 – 5:40 p.m.	Process for Agendas and Minutes	10 min	Chair
	<ul style="list-style-type: none">• Agendas must be published on the Port’s website five days in advance of the meetings. Submission of agendas to the Commission Coordinator should occur 2 days in advance of that.• Minutes are to be recorded on a template provided by the Port and submitted to the Commission Coordinator for posting on the website after approval.		
5:40 – 6:00 p.m.	Initiate Development of 2025 Work Plan	20 min	Chair
	Each year, a subcommittee must develop an annual work plan, in partnership with assigned staff liaisons and any input from Commissioners, for final approval by the full Port of Olympia Commission.		
6:00 p.m.	Adjourn		

<http://www.portolympia.com/commission>

As per the Port of Olympia Citizens Advisory Committee Operating Rules, approved and adopted along with Port of Olympia Resolution 2024-08, sub-committees will not take public comment at meetings as the POCAC will be the body that takes public comment. Those community members wishing to comment on the work of the Budd Inlet Sub-Committee may do so at a regularly scheduled meeting of the POCAC.

Port of Olympia Mission

Creating economic opportunities and building community for all of Thurston County through responsible resource use.