



Fitness Association of the Patent and Trademark Office
PTO Fitness Center

Date: November 17, 2015

To: Board of Directors
Fitness Association Patent & Trademark Office

CC: Members
Fitness Association Patent & Trademark Office

From: Pamela E. Perkins, Secretary
Fitness Association Patent & Trademark Office

Subject: October 21, 2015 Meeting Minutes

The Annual Membership Meeting of the Fitness Association Patent & Trademark Office (FAPTO) Board of Directors was held on Wednesday, September 16, 2015 in Knox 6D44. Brittany Fisher, Clarence Garden, Edward Chin (via teleconference), Georgia Epps, Grant Withers, Jeffrey Smith, Kalyan Deshpande, Kevin Bechtel, and Pamela Perkins were present. Denise Thomas had an excused absence.

A quorum being present, the meeting was called to order at 10:07 am.

Election Report

- Georgia Epps, Kalyan Deshpande and Kevin Bechtel were elected to three year terms on the Fitness Association Patent & Trademark Office Board of Directors
- Clarence Garden was elected to a two year team on the Fitness Association Patent & Trademark Office Board of Directors¹

FAPTO Executive Board Elections – Georgia Epps and Jeffery Smith

Board President Candidates

- Jeffrey Smith – 8 votes

Board Vice President Candidates

- Brittany Fisher – 8 votes

Board Secretary Candidate

- Pamela Perkins – 8 votes

Treasurer Report – Georgia Epps

- FAPTO's fiscal year running from October 1 to September 30
- Paid the Alexandria business annual property tax

A motion by Jeffrey Smith was adopted as follows:

“To approve the September Treasurer’s Report of audit.”

¹ The remainder of former board member Yashita Sharma’s term



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President Business – Jeffery Smith

- Conflict of Interest Annual Statement due
- Kaylan Deshpande is a past ProFIT employee as the beginners spinning class instructor – the board discussed:
 - The implications of volunteer instructors
 - Possible conflict of interest for FAPTO board members as ProFIT employees or contractors

ProFIT Report – Richard Mandley, ProFIT President & Cyndi Feliciano, General Manager

Wellness Council

- ProFIT/FAPTO office physical activity offered at each meeting
- Planning to reach out to affinity groups and work/life committees to offer similar activities

Ongoing Programs and Maintenance

- Anticipating a drop in fitness usage due to the holiday season
- Lockers
 - rental process further established
 - Email address required for rental
 - The locks on unpaid lockers will be cut on October 31st
 - Items will be held for 30 days
 - Some members rental more than one locker
 - Locker cleaning on October 31st
- November gym hours
 - Friday after Thanksgiving 10-8:30 –Limited classes
 - Wednesday before Thanksgiving – Fitness Center will follow OPM schedule and may close early – No afternoon classes
- Suggest FAPTO look into maintaining an ongoing survey at \$250/month

Old Business – Brittany Fisher

- FAPTO holiday party
 - The Westin is available on December 17th
 - Around \$10,000 for 250 guests

A motion by Grant Withers was adopted as follows:

“To approve the FAPTO holiday party on December 17th at the Westin”
Unanimously approved



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A motion by Grant Withers was adopted as follows:

“To approve charging \$5 and guests \$10 for the holiday party”

Yay – 6 Abstain - 1

The meeting was adjourned at 12:07 pm

Online vote

A motion by Jeffrey Smith was adopted as follows:

“To approve waiving the initiation fee for new members who join at the open season event this week”

Yay – 7 Nay - 2