



Fitness Association of the Patent and Trademark Office  
PTO Fitness Center

Date: December 1, 2014

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: November 5, 2014 Meeting Minutes

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A regular meeting of the Fitness Association Patent & Trademark Office (FAPTO) Board of Directors was held on Wednesday, November 19, 2014 in Knox 6D44. Brittany Fisher, Edward Chin (via teleconference), Georgia Epps, Grant Withers, Hassan Phillips, Iman Kholdebairn (via teleconference), Jeffrey Smith, Pamela Perkins and Yashita Sharma (via teleconference) were present. A quorum being present, the meeting was called to orders at 10:00 am.

The minutes from the FAPTO Annual meeting on September 17, 2014; the FAPTO board meetings on October 1, 2014 and October 15, 2014 were approved with corrections.

#### Members Forum

Member Patrica Reddington

- Discussed the possibility of purchasing ViPR training
  - ViPR bridging the gap between movement and strength training. It combines full-body movement with load

Member Kristen Behncke

- Requested information regarding the Brazilian Jiu-Jitsu club contract with ProFIT
  - Member Behncke would like to enchoiure about the renewal of membership fees

#### President's Report – Jeffrey Smith

The Board President proposed governing the meeting using Robert's Rules of Order and a single point of contact for communicating with contractors.

A motion by Jeffrey Smith as amended by Iman Kholdebairn was adopted as follows:

“The decisions made by the board are communicated in writing<sup>1</sup> to contractor via a majority vote through the President or Vice President.”

A complaint against the FAPTO was filed with the general counsel's office regarding the rental of the Georgetown Boathouse.

Edward Chin will provide records of attendance at the Georgetown Boathouse in two weeks.

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<sup>1</sup> amendment



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Treasurer's Report – Georgia Epps

The Board Treasurer discussed the current finances of the FAPTO; the budget is normally approved in January.

A motion by Jeffrey Smith was adopted as follows:

“To approve the August and September treasurer’s report for audit.”

ProFIT Report – Laura Cutrona, Assistant General Manager

The Fitness center has had an approximate net gain of 70 members since January 2014.

ProFIT President Richard Mandley started to discuss a proposal for a wellness program that includes:

- A focus on the deconditioned members and PTO employees to increase participation at the fitness center
- An open house with guest passes for friends of FAPTO members
- New member focused programs
- A revamped website

New Business

Member David Sun submitted a proposal to financial support the PTO climbing club. The club as previously submitted a proposal that was turned-out partly due to lack of data regarding participation. The proposal provides free passes for Sportrock – Alexandria to FAPTO members. Member Sun suggested possibly distributing passes to members each week.

The board will continue discuss of the PTO climbing club at the December 3, 2014 meeting.

The meeting was adjourned at 12:10 pm

Post Meeting Email Vote

A motion by Jeffrey Smith was adopted as follows:

“To approve the PTO quote #15855 for repairs on a life fitness elliptical, a precor treadmill and a wood way treadmill.”

**Minutes Corrected and Approved Wednesday, December 3, 2014**