



Fitness Association of the Patent and Trademark Office
PTO Fitness Center

Date: October 19, 2016

To: Board of Directors
Fitness Association Patent & Trademark Office

CC: Members
Fitness Association Patent & Trademark Office

From: Kevin Bechtel, Secretary
Fitness Association Patent & Trademark Office

Subject: October 05, 2016 Meeting Minutes (Amended)

A regular meeting of the Fitness Association Patent & Trademark Office (FAPTO) Board of Directors was held on Wednesday, October 05, 2016 in Knox 6D44. Kevin Bechtel, Kalyan Deshpande (via teleconference), Georgia Epps, Kristin Fuller, Clarence Garden (via teleconference), Pamela Perkins, Maura Regan, and Denise Thomas (via teleconference) were present. Gerald Ewoldt and Grant Withers had an excused absence.

A quorum being present, the meeting was called to order at 10:03 am.

Introduction:

Welcome of new directors:

Kristin – running coach, focus on wellness & nutrition, procurement for IT

Maura – long-time member, dancer, focus on nutrition

Discussion of improvements to voting process, e.g. online voting

Elections:

President: Pamela Perkins (Approve – 8)

Vice-President: Kalyan Deshpande (Approve – 8)

Secretary: Kevin Bechtel (Approve – 8)

ProFIT Report (10:38) – Richard Mandley, ProFIT President; Cyndi Feliciano, General Manager:

- Richard and Cyndi introduced themselves to the new Board Directors and provided their background in the fitness industry.
- Proposed amendment to “PTO Fitness Center Membership Cancellation Request” to include ‘Section A’ which recites that a member is responsible for verifying that payroll deduction ceases after cancellation, and that the Board has the discretion to deny reimbursement beyond three months after cancellation,



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unless notified by the member within the three months that payroll deduction has not ceased.

- Provided copy of group exercise schedule for the new quarter; all classes above minimum required attendance thresholds.
- Provided quote for new radio equipment covering the entire gym
- Requested permission to research mounting the TV that displays on-duty staff to a second location, now that a replacement TV has been installed,
- Locker renovation
 - Timeline discussed
 - Provided two options: digi-locks for all new lockers (~\$8k over-budget) or digi-locks for non-rental lockers and combo-locks for rental lockers (~\$1k over-budget, combo locks could only be reset 5 times)
 - Discussion on dimensions & quantity of lockers
 - Consideration of Z-lockers and coat-hooks

Board Actions 11:34:

Early departure by Kristin Fuller & Maura Regan – not present for votes.

A motion by Pamela Perkins, seconded by Kevin Bechtel, was adopted as follows:

“To approve the ProFIT’s proposed language of ‘Section A’ as an amendment to the ‘PTO Fitness Center Membership Cancellation Request’”.

Approve – 6 Veto – 0 Abstain – 0

A motion by Pamela Perkins, seconded by Denise Thomas, was adopted as follows:

“Table a vote for the radio equipment until incorporated into the FY 2017 budget”.

Approve – 6 Veto – 0 Abstain – 0

A consensus that a vote was not required for Cyndi to get quotes for mounting the TV that provides staff listing.

A motion by Pamela Perkins, seconded by Denise Thomas, was adopted as follows:

“To approve ‘Option 1’ for the locker renovation (digi-locks for all new lockers)”.

Approve – 6 Veto – 0 Abstain – 0

The meeting was adjourned at 11:47 am