



Fitness Association of the Patent and Trademark Office  
PTO Fitness Center

Date: November 03, 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 19, 2016 Meeting Minutes (Amended)

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A regular meeting of the Fitness Association Patent & Trademark Office (FAPTO) Board of Directors was held on Wednesday, October 19, 2016 in Knox 6D44. Kevin Bechtel, Kalyan Deshpande (via teleconference), Georgia Epps (via teleconference) (late arrival – 11:00), Gerald Ewoldt, Kristin Fuller (early departure – 11:00), Pamela Perkins, Maura Regan (via teleconference), Denise Thomas (via teleconference), and Grant Withers were present. Clarence Garden had an unexcused absence.

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

**Agenda Items:**

Motion to approve Minutes of 2016-10-05 with correction of misspelling of Kristin's name.

Approve – 8                  Veto – 0                  Abstain – 1

Patent PMers has proceeded since no objections/comments.

**Committees:**

Communication – Kevin Bechtel  
Budget & Finance – Georgia Epps  
Equipment – Kristin Fuller  
Membership – Grant Withers

Motion by Grant Withers, seconded by Kevin Bechtel, to approve LCOR proposal for patch & painting across the entire Fitness Center.

Approve – 9                  Veto – 0                  Abstain – 0

Motion by Grant Withers, seconded by Kristin Fuller, to approve LCOR proposal for cleaning of women's lockers.

Approve – 9                  Veto – 0                  Abstain – 0



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Motion to table proposed holiday operating schedule based upon LCOR's schedule for men's locker room renovation.

Motion by Grant Withers, seconded by Kristin Fuller, to approve LCOR proposals for daily cleaning & weekend cleaning contracts.

Approve – 9                      Veto – 0                      Abstain – 0

**ProFIT Report** (10:50) – Richard Mandley, ProFIT President; Cyndi Feliciano, General Manager:

- Request to have CFC donation box
- Men's locker room renovation: timeline, inquiry as storage location for new lockers prior to installation, and exhaust fan (thanks to Pam for recognizing potential problem)
- Request for blood-pressure monitor; Denise indicated she would research options for PTO/Wellness to install in Fitness Center lobby for all
- Noted LCOR proposal for patch and paint was outrageous and was just for one little spot by the pillars, not the entire Fitness Center

**Board Actions:**

A motion by Grant Withers, seconded by Pamela Perkins, was adopted as follows:

“To disapprove the earlier approved LCOR proposal for patch & painting, as it covered one little spot and not the whole Fitness Center”.

Approve – 9                      Veto – 0                      Abstain – 0

A motion by Pamela Perkins, seconded by Grant Withers, was adopted as follows:

“Approve refund of \$1,462 for payroll deduction after improper cancellation for Stephanie Chang”.

Approve – 7                      Veto – 0                      Abstain – 2

A motion by Pamela Perkins, seconded by Grant Withers, was adopted as follows:

“Approve Treasurer's report for September/FY2016 for audit”.

Approve – 9                      Veto – 0                      Abstain – 0

A motion by Pamela Perkins, seconded by Grant Withers, was adopted as follows:

“Approve LCOR's proposal for 7 additional locker room dustings per year”.

Approve – 9                      Veto – 0                      Abstain – 0



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Volunteers for writing the "Letter from FAPTO" in the PTO Fitness Newsletter:

- 2016-Nov: Pamela Perkins
- 2016-Dec: Georgia Epps
- 2017-Jan: Maura Regan
- 2017-Feb: Kevin Bechtel
- 2017-Mar: Grant Withers
- 2017-Apr: Kalyan Deshpande
- 2017-May: Gerald Ewoldt
- 2017-Jun: Kristin Fuller
- 2017-Jul: Clarence Garden
- 2017-Aug: Denise Thomas

The meeting was adjourned at 12:01 pm