



Fitness Association of the Patent and Trademark Office
PTO Fitness Center

Date: 2016-November-16

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: 2016-November-16 Meeting Minutes

A regular meeting of the Fitness Association Patent & Trademark Office (FAPTO) Board of Directors was held on Wednesday, November 16, 2016 in Knox 6D44. Kevin Bechtel, Kalyan Deshpande, Georgia Epps (via teleconference) (late arrival – 10:45), Gerald Ewoldt, Clarence Garden (via teleconference) (late arrival – 10:45), Pamela Perkins, Maura Regan (via teleconference), Denise Thomas (via teleconference) (early departure – 10:47), and Grant Withers were present. Kristin Fuller had an excused absence.

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

Agenda Items:

Motion by Pamela Perkins was adopted as follows:

“Approve Meeting Minutes of 2016-11-02”.

Approve – 7

Veto – 0

Abstain – 0

Received Ombudsman application from Clark – background in armed services and mental health. Pamela indicated the application would be accepted.

Discussed LCOR proposal for dryer cleaning (LCOR Proposal #332608, 2016-09-21) – question regarding scope of work raised by Gerald.

Lengthy discussion regarding FY2017 Budget proposal. Concern by Kalyan that the budget proposal would be used as a hammer for approving or disapproving of actions by committees. Noted that the budget appeared to stifle the ability for committees to act organically. Countered that the Board can vote on any item separately from the budget – that the budget is a ‘guideline’ and not firm rule. Although the process could be improved, it was agreed that, at least for the equipment committee, they could be given more leeway.



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Motion by Grant Withers was adopted as follows:

“Approve FY2017 Budget proposal with an amendment to change a line item from ‘treadmills’ to ‘capital improvement’”.

Approve – 7

Veto – 0

Abstain – 0

Motion by Pamela Perkins was adopted as follows:

“Approve 2016-October Treasurer’s Report for audit”.

Approve – 7

Veto – 0

Abstain – 0

Noted that Denise Thomas coordinated with Wellness/PTO to install a blood-pressure monitor and scale in the Fitness Lobby at no cost to FAPTO. Also, the placement in the Fitness Center benefits PTO as well, as adding it in the Health Unit would create additional bureaucratic layers.

ProFIT Report (10:56) – Richard Mandley, ProFIT President; Cyndi Feliciano, General Manager:

- Noted the work dryer cleaning entailed – cleaning of vent, unsure if also cleaned from roof and/or if resulted in death of defenseless birds seeking warm shelter. Also noted that cleaning is paid by FAPTO because dryer is not an original installation that would be covered by original PTO lease.
- Noted that locker room renovation is still on track. Lockers expected to be delivered a week before Christmas. The only uncertainty is LCOR.
- Membership report: noted the energizer imitative did not create sign-ups on the spot, but did result in later memberships (as tracked by promised sign-up benefits).
- Discussion of etiquette reminder, as someone left an unreturnable ‘gift’ in the shower of men’s locker room.
- Discussion of replacement of row machines. As the paddle-modified row machine is less frequently used, interim solution of swapping is advised.
- Precor ellipticals have visually-impaired sensitive displays, thus disinclined to replace early.
- Consideration of new Octane & Jacob’s Ladder workout equipment.
- Georgia noted that auditor found Profit deficient on having at least one person on duty having First-Aid cert. Cyndi noted that all MODs have First-Aid cert, and noted that the audit should be corrected.
- Georgia noted that receipts for Sept & Oct have not been received. Cyndi noted that all are present in a file and will be delivered. Georgia requested receipts be submitted as soon as generated.



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- Noted that \$800 on the 2016-October Treasurer's Report for Office supplies was for a computer from Tide Water.

Board Actions (11:50):

Motion by Pamela Perkins was adopted as follows:

“Approve LCOR proposal for dryer vent cleaning” (LCOR Proposal #332608, 2016-09-21”).

Approve – 8

Veto – 0

Abstain – 0

The meeting was adjourned at 11:53 am