



Fitness Association of the Patent and Trademark Office
PTO Fitness Center

Date: 2016-December-07

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-December-07 Meeting Minutes

A regular meeting of the Fitness Association Patent & Trademark Office (FAPTO) Board of Directors was held on Wednesday, December 07, 2016 in Knox 6D44. Kevin Bechtel, Kalyan Deshpande, Gerald Ewoldt, Kristin Fuller, Pamela Perkins, Maura Regan (via teleconference – though with connectivity issues), and Grant Withers (late arrival – 10:32) were present. Georgia Epps, Clarence Garden, and Denise Thomas had an excused absence.

A quorum being present, the meeting was called to order at 10:04.

Agenda Items:

Motion by Pamela Perkins was adopted as follows:

“Approve Meeting Minutes of 2016-11-16”.

Approve – 7

Veto – 0

Abstain – 0

Discussion of Ombudsman role application from Clark – will primarily run election and help with any recurring issues. Pamela has discussed role with Clark; however, he was unable to attend present meeting.

Discussion of the tale of two Bruces – Bruce Weider should have been activated on 2015/PP23; however, Bruce Winsor had his account re-activated instead. Paperwork all correct, but HR erred. Seems FAPTO will be stuck with the bill. Board will follow-up with Denise.

Discussion of CATV Services quote for TV relocations and BVE system installation. Noted that Randy will do all work during closure. Noted that Randy's installation costs were barely a tenth of the allegedly reasonable quote from LCOR. Discussed “Grand Re-opening” signage and e-mail to highlight all the changes.



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Motion by Pamela Perkins was adopted as follows:

“Approve \$2,200 for CATV Services to perform the TV relocations and BVE system installation as per their quote”.

Approve – 6

Veto – 0

Abstain – 0

Provision of steps to access the shared FAPTO e-mail account and create custom signatures. *No password required, OCIO tied access to authorized users.

Discussion of policy for using the shared e-mail (eight major points). Discussion of limiting usage (for sending e-mail) to the Executive committee or to just the President and Secretary.

Discussion of renovation timeline: Demolition of wall Friday, demolition of lockers Saturday, new lockers installed Sunday-Monday, flooring Tuesday-Friday.

ProFIT Report (10:35) – Richard Mandley, ProFIT President; Cyndi Feliciano, General Manager:

- Noted the deep cleaning that should occur during the construction. LCOR expects sub-contractor to clean up after themselves. LCOR does not want us to use their dumpster, but asked if they could use ours.
- Security had requested some of the lockers. Demo crew indicated some could be ‘delicately’ removed. Hopeful the lockers to security will cause them to overlook over-time fees for oversight of renovation. Noted that security would have to be present on Saturday to immediately take possession of lockers that they wanted (as well as indicate what lockers they wanted).
- One TV would have to be purchased for the TV relocation. Recommended to use Amazon Prime with the points for TV purchase.
- Broken mirror by weights – no one fessed up to damaging; occurred approximately 3 weeks ago. Will use outside contractor.
- Will attempt to use outside contractor wherever possible (anything except heavy construction, electrical, and plumbing requires LCOR).
- Indicated would seek quote for mirror on the left (when entering) the punching bag room. Would also (hopefully) stop usage of the wall as a target (sensitive security sensors in the room opposite the wall). Would also seek target on adjacent wall.
- Food from Zoë’s Kitchen, 180 RSVP’d thus far, no food preference for those that have RSVP’d – all FAPTO members welcome, expecting 400. Variety of kabobs and humus, Grant will purchase tea & water, possibly limited soda. No alcohol ☹. DJ is set.



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- Cyndi has been putting Tyler to work. Noted that he redesigned website when he came on board – originally a group in China handled it. Runs on Wordpress but is not presently mobile-friendly.

The meeting was adjourned at 11:06.