



Fitness Association of the Patent and Trademark Office  
PTO Fitness Center

Date: 2017-January-04

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: 2017-January-04 Meeting Minutes

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A regular meeting of the Fitness Association Patent & Trademark Office (FAPTO) Board of Directors was held on Wednesday, January 04, 2017 in Knox 6D44. Kevin Bechtel, Kalyan Deshpande, Gerald Ewoldt, Kristin Fuller (via teleconference), Denise Thomas (via teleconference) (late arrival – 11:10), Grant Withers, and Anthony Clark (Ombudsman) were present. Georgia Epps, Clarence Garden, and Maura Regan had an excused absence.

A quorum being present, the meeting was called to order at 10:08 am.

**Agenda Items:**

Two candidates have requested consideration to fill the vacant seat: Bac Au & Jeffrey Smith. Jeffrey Smith presented his years of service and various accomplishments to the Board in support of why he should be elected to fill the vacant seat. Bac Au was not present.

Motion by Grant Withers was adopted as follows:

“Approve Meeting Minutes of 2016-12-07”.

Approve – 5                      Veto – 0                      Abstain – 0

Motion by Kalyan Deshpande was adopted as follows:

“Approve Meeting Minutes of 2016-12-21”.

Approve – 5                      Veto – 0                      Abstain – 0

Discussion of ProFIT evaluation results:

Kalyan Deshpande & Kristin Fuller intend to renegotiate the Statement of Work and corresponding Performance Rating. Notes that the evaluation does not necessarily correspond with how well ProFIT manages.

Primary concern with reports of floor staff ignoring patrons.

FAPTO has been unable to go directly to academy for marketing.



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Payroll deduction for POPA must go at least 1 year from initiation before it can be halted, unsure if similar restriction exists for FAPTO.

**ProFIT Report (10:43)** – Richard Mandley, ProFIT President; Cyndi Feliciano, General Manager:

- Use different locking system on handicap accessible lockers for the visually impaired.
- Review of the 5-Year Capital Improvement Plan
  - Analysis of men's locker room upgrade:
    - New panels and bases required for some of the lockers
    - Add extra shelf (perhaps near base)
    - Add extra hook
    - Walk-out mat to dry feet when exiting shower area
    - Digi-lock for the visually impaired would have bigger numbers
    - Designation to differentiate available versus rented short lockers
    - Men now want upgraded showers
    - Lime buildup on showers – unsure if LCOR is responsible (will request they clean and put the onus on them to demonstrate our responsibility)
  - Replace 4 Treadmills & 2 ellipticals
    - A Woodway malfunctioned – they're like high-end Ferraris, so costly
  - Move women's lock room upgrade to 2017-2018. No need for LCOR (thank goodness).
  - Facility painting (should be covered by LCOR, but they won't be proactive)
  - Dryer replacement (may not be necessary, Cyndi will have performance maintenance done). Requested consideration of timely replacement (or part replacement) versus waiting until it dies and requiring emergency work.
  - Presently no more ironing board for the well-dressed gents. Researching wiring a locker and installing a board.
  - Not all statements received for men's locker room upgrade, but it's expected to be over-budget by 5-10k.
  - Towel-drop was supposed to be relocated. LCOR did not realize a beam was in the way. They wonder who is to be responsible for work/materials thus far. (read: LCOR is responsible, as they had & approved the drawings).
- Discussion of Bruce: Bruce Winsor should no longer be billed. Denise Thomas recommended Bruce Weider be billed to pay in full the uncollected amount.



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- Audio-Fetch: weight room works (phone-only); in cardio area: some receivers work (the defective ones were removed) and there is a firmware glitch such that stations beyond 8 (*i.e.* 9-12) do not function.
- Two TVs will cycle announcements (requires manual insertion of flash drive)
- Don Williams indicated that two body measurement devices will be installed: 1 in the cafeteria and 1 in the health center. When questioned as to if that means the Fitness Center doesn't get one, Cyndi was informed we'll get something 'different'; sounds ominous.

The meeting was adjourned at 11:31 am