



Fitness Association of the Patent and Trademark Office  
PTO Fitness Center

Date: 2017-September-20

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-September-20 Meeting Minutes

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A regular meeting of the Fitness Association Patent & Trademark Office (FAPTO) Board of Directors was held on Wednesday, September 20, 2017 in Knox 6D44. Kevin Bechtel, Kalyan Deshpande (via teleconference), Georgia Epps, Gerald Ewoldt, Jeffrey Smith, and Grant Withers were present. Tiffani Blackburn, Kristin Fuller, Iman Kholdebarin, and Maura Regan had an excused absence.

A quorum being present, the meeting was called to order at 10:02.

**Agenda Items:**

Motion by Jeffrey Smith was adopted as follows:

“Approve Meeting Minutes of 2017-09-07”.

Approve – 5                      Veto – 0                      Abstain – 1

Motion by Jeffrey Smith was adopted as follows:

“Approve the FY 2018 Budget”.

Approve – 5                      Veto – 0                      Abstain – 1

Motion by Jeffrey Smith was adopted as follows:

“Approve 2017-August Treasurer’s Report for audit”.

Approve – 5                      Veto – 0                      Abstain – 1

Motion by Jeffrey Smith was adopted as follows:

“Approve the four LCOR cleaning quotes” (LCOR Proposal #385801, 2017-09-14, \$12,223.55), (LCOR Proposal #385799, 2017-09-14, \$7,557.87), (LCOR Proposal #385791, 2017-09-14, \$470.96), (LCOR Proposal #385805, 2017-09-14, \$2,873.75).

Approve – 4                      Veto – 0                      Abstain – 2



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**ProFIT Report** – Richard Mandley, ProFIT President; Cyndi Feliciano, General Manager:

- Monthly report for 2017-August
- Noted that 6k explicitly budgeted for marketing
- Requested attendance stats for all classes (but not capture rate, except for top/bottom classes)
- Request dates and quotes for women’s locker room renovation.
- Towel drop status update
- Toilet paper roll holder in men’s room damaged
- Annual program plan review

**Board Actions:**

Motion by Grant Withers was adopted as follows:

“Approve ProFIT’s requested equipment purchase for \$365.90”.

Approve – 5

Veto – 0

Abstain – 1

The meeting was adjourned at 11:48.