



Fitness Association of the Patent and Trademark Office  
PTO Fitness Center

Date: August 19, 2015

To: Board of Directors  
Fitness Association Patent & Trademark Office

CC: Members  
Fitness Association Patent & Trademark Office

From: Pamela E. Perkins, Secretary  
Fitness Association Patent & Trademark Office

Subject: July 15, 2015 Meeting Minutes

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A regular meeting of the Fitness Association Patent & Trademark Office (FAPTO) Board of Directors was held on Wednesday, July 15, 2015 via WebEx. Brittany Fisher, Edward Chin, Grant Withers, Hassan Phillips, Iman Kholdebarin, Jeffrey Smith, Pamela Perkins and Syed Ali were present. Denise Thomas and Georgia Epps and had excused absences; Yashita Sharma had an unexcused absence. A quorum being present, the meeting was called to order at 10:10 am.

The minutes from the May 6, 2015 meeting were approved with corrections.

**FAPTO Summer Social** – Brittany Fisher

The FAPTO summer social event will be at TopGolf on September 10, 2015 from 3 to 6 pm. Currently estimating 150 people costing around \$8540, the number of attendees can be reduced by 20% up to 7 business days in advance of event.

FATPO members only with each member paying a \$10 registration fee

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

Calendar year 2<sup>nd</sup> quarter numbers are in with 73.5% of members using the gym

Noise Reduction – Stop, Don't Drop Campaign

- No weight dropping policy in the newsletter, on the website and in the membership packets
  - Plan to create flyers, posters, t-shirts and buttons
  - Will discuss on tours, PSA's during groupex and proactive floor staff
  - FAPTO will develop consequences for dropping weights
  - Hold a workshop on weight lifting

Capital Improvement Plan

- Spent \$39,825 to date, including new stereos in both studios installed July 15, 2015
- Priorities are the boxing area and half rack platform



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- Probably develop a 3 to 5 year capital plan
- Brittany Fisher and Iman Kholdebarin will work with ProFIT to develop a membership survey

### Group Exercise

Had cancelled two morning cycle classes and two afternoon body combat cycles – added one morning cycle class back

### New Business

- Ptofitness website
  - largest age group visiting site is 25-34
- Newsletter
  - Syed Ali will write the FAPTO board article on elections
- FAPTO board members to probably attend low attendance groupex classes for evaluation

A motion by Jeffrey Smith was adopted as follows:

“To approve \$500 for the Stop Don’t Drop campaign.”  
Unanimously approved – 7 votes

An email motion by Brittany Fisher was adopted as follows:

“FAPTO hosts an End of Summer/FY event for gym members on September 10 from 3-6pm, with the budget for the event and all associated costs (advertising, shuttle/bus, and any unexpected costs) not to exceed \$13,500, and a fee of \$10/person to attend said event”  
Approve – 9 votes

The meeting was adjourned at 12:03 pm