



Fitness Association of the Patent and Trademark Office  
PTO Fitness Center

Date: August 6, 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: June 3, 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, June 3, 2015 in Knox 6D44. Brittany Fisher (via teleconference), Denise Thomas, Edward Chin (via teleconference), Georgia Epps, Grant Withers, Hassan Phillips, Iman Kholdebarin (via teleconference), Jeffrey Smith, Pamela Perkins, Syed (via teleconference) and Yashita Sharma (via teleconference) were present. A quorum being present, the meeting was called to order at 10:03 am.

**President's Report** – Jeffrey Smith

The Kaiser Fitness Center kick-off is today, June 3, 2015 from 1-3 pm  
Quarterly evaluations are due, please be specific in comments

Noise Reduction

- Waiting on information to request pricing proposals
- Proposing town hall meetings to discuss noise reduction
- July newsletter – FAPTO article on noise reduction, pointing to rules and regulations
- FAPTO to develop escalation plan regarding violating rules and regulations
- Campaign for not dropping weights

**OneLife Contract** – Hassan Phillips

Charles Houston Alexandria Recreation is pricing Monday – Thursday 12:45-2:30 for \$79/hour

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

Ongoing programs/Maintenance

- Requesting 12 locker room benches at \$260/each
- Member Appreciation Wednesday, June 10, 2015 in the EAT studio from noon to 2 pm
- Marc on vacation – two substitute masseurs



## Fitness Association of the Patent and Trademark Office PTO Fitness Center

- Make-up remover is \$42/box and 200 packets are in each box
- Boxing Area – spring is ready to be installed for the heavy bag

### Group Exercise – Mindy Green

- Summer Group Exercise
  - Anticipate low attendance at fitness center during summer months
  - Rearranging classes and dropping four classes due to low attendance
- Instructors are evaluated on motivation, musicality and safety

### **Old Business**

Waiting on response for opinions on definition for clause in Conflict of Interest policy

The meeting was adjourned at 11:41 am