



Fitness Association of the Patent and Trademark Office
PTO Fitness Center

Date: 19 January 2022

To: Board of Directors; Members
Fitness Association Patent & Trademark Office

From: Reginald Reyes
(for the) Secretary; Fitness Association Patent & Trademark Office

Subject: 19 January 2022 Board Meeting Minutes

A regular, virtual meeting of the Fitness Association of the Patent & Trademark Office (FAPTO) Board of Directors was held via TEAMS on Wednesday 19 January 2022. Board members (Reginald Reyes, Heather Schubert, Georgia Epps, Jay Patel, Kevin Bechtel, Liesl Baumann, Lori Mattison, Sharlamar Taliaferro-Savannah and Charles Jiang) were present. Larry Lee was excused.

A quorum being present, the FAPTO Board meeting was called to order by President Heather Schubert at 10:00 EST.

ProFIT Issues

Bill Hall, Rich Mandley, Mary Stanley, Mandy Wright and Mindy Green attended.

- Bill updated that the showers and lockers have been open and members have been cooperative with cleanup and signing waivers. The lockers and showers are now partially open. Bill also wanted to change club amenities provider.
- Bill discussed to send out a survey, what would bring some of the members back on campus.
- Mary presented some to retain members by waiving membership fee for new members and waived fees for returning members. Offer gift card for referrals.
- Lori suggested do an appreciation ideas for the members that stayed with the office throughout the pandemic. Suggestions were a “vip” label for them and maybe a personalized email or an acknowledgement when they come in the facility.

Board Discussion:

Board Actions:



Fitness Association of the Patent and Trademark Office
PTO Fitness Center

Treasurer's Report for December 2022: Kevin made a motion to accept; Lori seconded. Vote 9-0-0 (yes/no/abstain)

Meeting Minutes for 4 January 2022 Kevin made a motion to accept. Vote 9-0-0

The meeting was adjourned at 11:17 EST.