



Fitness Association of the Patent and Trademark Office
PTO Fitness Center

Date: 27 June 2023

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

From: Liesl Baumann
Secretary; Fitness Association Patent & Trademark Office

Subject: 27 June 2023 Board Meeting Minutes

A regular, virtual meeting of the Fitness Association of the Patent & Trademark Office (FAPTO) Board of Directors was held via MS Teams on Tuesday 27 June 2023. Board members Kevin Bechtel, Georgia Epps, Liesl Baumann, Justin Lewis, Susan McFadden, and Sharlamar Taliaferro-Savannah were present. Bryan Lee, Jay Patel, and Lori Mattison had an excused absence.

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

ProFIT Issues

Rich Mandley, Jill Bakner, and Mindy Green attended.

- ProFIT updated the Board on the Membership report for May. The membership numbers now appear to be fully reconciled with the payroll reports, with the exception of a couple of members. There were a number of new membership sign-ups for May, including 3 Gold, 34 Silver, and 5 Bronze.
- ProFIT updated the Board on the 2023-May Operations, Sales, and Marketing Reports. Attendance for May went up significantly, and members attended have gone up. Upcoming promos include personal training and beach body boot camp. Average and total participation in group exercise classes went up. Specialty Class Series with Eddie on Strength Training for Running was popular, and so it has been combined with his abs class in a longer time slot. Eventually the new platform will include more virtual options from Energy Club. The 5K was postponed to try to get more sign-ups.
- Rich presented a proposal to the Board. The Energy Club is closing due to the landlord at the location not renewing the lease. Rich proposes that FAPTO sponsor or create a membership grouping for Energy Club members to use the FAPTO fitness center. Members would pay in full for 6 months or a year in the hopes of security issuing green badges; Kevin has reached out to security to see what the process would be. Trainers from Energy Club would come to FAPTO fitness center



Fitness Association of the Patent and Trademark Office PTO Fitness Center

to train the new members, at no cost to FAPTO. It was also discussed to bring over some of the instructors to create new classes. This has the potential to bring in more revenue to FAPTO each month, and also increased activity at the gym can help bring even more new members.

- Hours for July 3 were discussed; there will almost certainly be an early dismissal. It was discussed if we wanted to keep normal OPM hours that day or shorten the hours more.

Board Discussion and Actions

Membership: Kevin made a motion to cancel the membership of Shaila Settles Lewis; Justin seconded. Vote 5-0-0 (yes/no/abstain). Motion passes.

July 3: Kevin made a motion to close the fitness center on July 3, 2023 at 4pm EST; Justin seconded. Vote 5-0-0 (yes/no/abstain). Motion passes.

Energy Club Proposal: Kevin made a motion to allow Energy Club Members to join under an Energy Club membership at the Gold Tier rate; Liesl seconded. Vote 5-0-0 (yes/no/abstain). Motion passes.

May Meeting Minutes: Kevin made a motion to approve the 23 May 2023 Meeting Minutes; Georgia seconded. Vote 4-0-1 (yes/no/abstain). Motion passes.

Treasurer's Report 2023-May: We spent less money in May, and we lost less money in May! Kevin made a motion to approve the 2023-May Treasurer's Report; Susan seconded. Vote 5-0-0 (yes/no/abstain). Motion passes.

Online Vote: Close July 3rd in exchange for >= \$700 credit. Vote 5-1-1 (yes/no/abstain). Motion passes.

The meeting was adjourned at 11:04 EST. The next regular meeting is scheduled for Tuesday, July 25 at 10:00 EST.