Date: 28 January 2025

To: Board of Directors; Members

 Fitness Association Patent & Trademark Office

From: Liesl Baumann

 Secretary; Fitness Association Patent & Trademark Office

Subject: 28 January 2025 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 28 January 2025. Board members Kevin Bechtel, Jay Patel, Liesl Baumann, Georgia Epps, Fariba Sirjani, Pinping Sun, Omer Khan, and Candace Mundt-Bates were present. Bryan Lee had an excused absence.

A quorum being present, the FAPTO Board meeting was called to order by President Kevin Bechtel at 10:02 EST.

**HealthFitness Issues**

Rich Mandley and Jill Bakner attended.

* HealthFitness updated the Board on the Membership report for December. It was a slower month as many people were out of the office in December.
* HealthFitness updated the Board on the 2024-December Operations, Sales, and Marketing Reports. There was nothing out of the ordinary to note.
* Kevin updated the Board and HealthFitness on the Task Force discussions. The SOW was discussed in detail. Discussion on the SOW will continue next meeting.

**Board Actions**

**Treasurer’s Report 2024-December**: We had to pay insurance this month for over $7,500 which resulted in a deficit of over $9,000 for the month. Kevin made a motion to approve the 2024-December Treasurer’s Report; Fariba seconded. Vote 8-0-0 (yes/no/abstain). Motion passes.

**December Meeting Minutes:** Kevin made a motion to approve the December 2024 Meeting Minutes with the edit; Jay seconded. Vote 8-0-0 (yes/no/abstain). Motion passes.

**Projected Budget for 2025:** The budget is similar to last year, but we took into account that we are typically losing money each month based off our current membership fees. Kevin made a motion to approve the Proposed FY2025 FAPTO Budget; Liesl seconded. Vote 8-0-0 (yes/no/abstain). Motion passes.

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