

**McCormack Fitness Center  
Board of Directors Meeting  
Meeting Minutes for  
MFC Board Meeting  
January 5, 2016**

**Tuesday, January 5, 2016 2:00 pm – Dorset Mountain Room (4th Floor Conf. Room)**

Board Members

Phil Warren (Treas.) - Present  
Diane Boudrot (Pres.) - Present  
Ariel Garcia - Present  
Derrick Golden (VP.) - Present  
Dave Pincumbe - Present  
Meridith Timony (Pres) - Present  
Joe Ferrari - Present  
Brian Kennedy (SSA) - Present  
Robin Johnson – (Clerk) - Present

Associate Board Members

Mel Cote - Present  
Hugh Martinez - Absent  
Mike Ottariano - Absent  
Thomas Hibino (Dept. of Ed.) - Absent  
Phil Didomenico (SSA) – Present  
William Adamson (SSA) - Present  
Bruce Cohen – Manager MFC - Present  
Jim Norcott – (new GSA Contact) - Absent

1. Review Meeting Minutes of November 3, 2015

Meeting minutes accepted

2. Treasurer's Report

Account balance - \$20,029.79  
Reserve - \$20,157.73  
Deposits \$35,296 – from 271 membership fees  
Recent activities – Purchased two scales for the women's and men's locker rooms  
# of 2015 members - 274  
# of 2016 members – current = 51

3. Membership Issues – Get applications and checks to Bruce.

- a. Cutoff date for payment is January 15. After that, members lose access to the gym until they pay the membership fee.
- b. Five members have not turned in doctor's forms.

4. Equipment Issues

- a. Repair ripped benches when at least 3 benches need repairing
- b. Exchanged one set of defective dumbbells
- c. Bruce applied tape to leg curl machine
- d. Bruce needs a new computer for MFC office. Mel Cote asked if we could use old EPA computers. Phil did not think so but will check. The gym can get MS Office for a low fee as a federal user.
- e. Discussed purchase of a new pull up bar (high enough for tall members to hang from) – Options are limited due to issues with wall support. Brian Kennedy will research options online.
- f. Tim Timmerman has requested a cardio machine that simulates cross-country skiing.

5. Class Issues:

- a. Bruce to offer fitness training in February 2016.
- b. Class Cancellation – update on whether classes are being cancelled through Diane. Also discussed emailing instructors to verify they still want to teach classes in 2016.

6. Maintenance Issues

- a. Gym Service came in on 11/10. Repaired motherboard on one treadmill, but this didn't solve the slipping problem. We may need to replace the belt. If it turns out we did not need the motherboard, Bruce can get a rebate on it.
- b. New Gym Service proposal was renewed for a year's worth of preventative maintenance visits. Schedule first quarter of new Gym Services contract for the end of January or February 2016.
- c. GFI outlets installed in both locker rooms.
- d. No lights in the rightmost women's shower.
- e. Smith machine needs more graphite lubricant.

7. Other Management Issues:

- a. Insurance policy renewed with Mt. Vernon Fire Insurance Co (10/29/15-10/29/16).
- b. Will post meeting minutes to the MFC website starting with the November 2015 meeting. Will only post minutes after they have been approved.

8. Summary/things to do:

- a. Process applications/deposit checks.
- b. Prepare annual report for MA Secretary of State and file with \$15 fee (due in Nov.) Updates??
- c. By February 15 file IRS tax form 9990 EZ for fed taxes – done.
- d. Other issues?

9. Next Meeting:

March 1, 2016 @ 2:00??