

# McCormack Fitness Center Board of Directors Meeting

## Agenda for MFC Board Meeting November 3, 2015

**Tuesday, November 03, 2015 2:00 pm - Mount Roosevelt (6th Floor Conf. Room)**

### Board Members

Phil Warren (Treas.) - absent  
Diane Boudrot (Pres.) - absent  
Ariel Garcia - present  
Derrick Golden (VP.) - present  
Dave Pincumbe - absent

Meridith Timony (Pres) - present  
Joe Ferrari - absent  
Brian Kennedy (SSA) - present  
Robin Johnson – (Clerk) - present

### Associate Board Members

Mel Cote - absent  
Hugh Martinez - absent  
Mike Ottariano - absent  
Thomas Hibino (Dept. of Ed.) - absent  
William Adamson (SSA) - present  
Philip DiDomenico (SSA) - present

Bruce Cohen – Manager MFC - present  
Jim Norcott – (new GSA Contact) - absent

#### 1. Review Meeting Minutes of August 2015

Motion to approve with no changes and unanimous approval.

#### 2. Treasurer's Report

Account balance -	\$23,657.30
Reserve -	\$20,136.14
Deposits	\$486.43
Recent activities –	Comcast payment \$132.71 (cable) B.R. Alexander payment \$1345.00 (insurance) Gym Services \$1540.00 (maintenance) Bruce Cohen \$845.64 (fitness instruction, gym management)

# of 2015 members – current = 267

#### 3. Membership Issues – consider reducing annual membership fee to \$160/year?

- Keep membership at \$180/year and invest money in new equipment and/or paid instructors. Motion to approve, unanimous approval.

#### 4. Equipment Issues

- Repair ripped benches when at least 3 benches need repairing
- Exchanged one set of defective dumbbells.
- Leg curl machine needs taping.

#### 5. Class Issues:

- Bruce to offer the following seminars – dates/times?? Update on recently held seminar (attendance, degree of interest, etc.)

##### **Training Seminars**

##### **Fitness Training**

Advanced Cardio Interval Training – Nov. 17

Cardiovascular/Aerobic

Medicine Ball Training – 9 members attended

Muscular Strength/Endurance

Cross-Training

Flexibility/Balance

- Class Cancellation – update on whether classes are being cancelled through Diane.  
- When cancelling spin class, Diane to add note that while no instructor will be present, spin videos are available.

#### 6. Maintenance Issues

- gym service visit scheduled for 11/10 \_ Bruce to coordinate. Still waiting on part for treadmill deck.

- c. 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 2016
- d. GSA outlet issue – Need GFI outlets near lockers in both locker rooms? – Bruce  
-GSA/Work Inc. staff removed box fans from locker rooms because the electrical outlets are not GFI. Yet GSA advised the MFC to use box fans for ventilation in the locker rooms. Need to consult GSA on way forward – Bruce?

7. Other Management Issues:

- a. A proposal to give Dr. Bruce Cohen, our part time fitness specialist at the MFC, a \$5.00 pay increase. This would increase Bruce's salary to \$55.00 per hour. This motion was seconded and unanimously approved via email on November 4. Seven board members voted.
- b. Composting used paper towels pilot program started
- c. Insurance policy renewed with B.R. Alexander (Hugh Martinez)
- d. Posting of meeting minutes to website – only need a password to post minutes, Phil to advise next month.

8. Summary/things to do:

- 1. Prepare for new fiscal year/2016 membership drive - revise applications and advertise membership renewal (late November). Ariel will create 2016 application and Bruce will review and revise.
- 2. Prepare annual report for MA Secretary of State and file with \$15 fee (due in Nov.)
- 3. December Board Meeting – December 8, 2 pm.
- 4. Request to install another pull up bar high enough for tall members to hang from. Nothing wall mounted allowed on external walls or non-load-bearing interior walls.
- 5. One of the bathroom scales stopped working and needs to be replaced. Board discussed using a doctor's office style (Detecto) scale that does not need a battery. Bruce to research prices.
- 6. Request to make sure that heaviest dumbbells are placed on top rack to prevent back injuries. Bruce has put up a sign.

Addendum

The December 8, 2015 meeting was cancelled. On December 10, the following motions were proposed and approved over email by 8 of the 9 voting members of the board:

- 1. Motion to waive the MFC membership fee of \$180 to all current Board Members who have served on the Board for at least one year.
- 2. Motion to purchase two scales (one for the women's bathroom and one for the men's bathroom).

Detecto 439 Balance Beam Doctor/Physician Scale w/ Height Rod, 400 lbs, Made in the USA cost: \$148 + \$23 shipping

<http://www.amazon.com/Detecto-Balance-Doctor-Physician-Height/dp/B00065EQUJ>

The next board meeting will be January 5, 2016 at 2:00 pm.