

**Minutes August 2013 Meeting
JFK Fitness Center Board of Directors**

Date: August 20, 2013

Time: 10:00 AM

Place: JFK Fitness Center

Attendees: Bob Broadhurst
Erika Broadhurst
Allen Jokinen
Deborah Osborne

Bruce Cohen

Absent: John Burt
Tamara McDonald
Steve McMullin
Steve Mills

Secretary's Minutes: The minutes of the prior meeting had been previously distributed and approved via email. They have been posted on the Fitness Center web site.

Treasurer's Reports: Deborah Osborne has taken over all the Treasurer's duties except for the filing of annual tax returns (which are still being handled by Steve Mills).

A draft financial report was reviewed and discussed by the Board. A number of minor issues were considered. A few minor adjustments will clarify the report.

Membership: Thanks to the end of fiscal year reduced rate, the Center picked up a number of additional members. For the fiscal year, about 84% were renewals from prior members. About 16% were new members.

Employees of the Department of Homeland Security have been joining. Five new members are from the Veterans Administration. The Health Fair brought in some six or seven new members. Referrals by current members increased membership by about thirty-five. [When a current member successfully refers a new member who signs up, the current member receives a \$10 gift certificate.]

Classes: The Board may make changes if a class continues to have very low attendance. The Board will wait until September to consider any class changes.

Personal Training: The Board reviewed and discussed a draft proposal to offer personal training. It should be specified what hours personal training will not be available. The Board will set all rules regarding personal training. A waiver form will be required. The proposal will be revised and then shared with Board members via email.

After the meeting, a revised proposal was shared with the Board members. It incorporated the changes mentioned above. This revised proposal was approved by the Board (seven yes votes and one absent).

Fitness Seminars and Promotional Activity: Kayli Davis' tenure with the JFKFFC is coming to an end. The Board discussed the possibility of her staying on to conduct seminars and undertake promotional activity. This would be done on a strictly contractor basis. She would not be an employee of the Center. This arrangement may have value for the Center. Bruce Cohen will finalize the details and share a proposal with Board members via email.

Blue Cross and Blue Shield Network Prime: Network Prime is an arrangement BC&BS provides through Healthways Fitness. A member of a fitness center pays \$25 a month to Healthways. He or she receives a Healthways card and can visit a number of other fitness centers which are part of the Healthways network.

The Board discussed whether we should join the Healthways network. Participating fitness centers receive a payment each time an individual swipes their Healthways card. How much is this payment? Is there a minimum payment that a participating fitness center receives? This could entail expensive changes to our entrance control hardware. The bookkeeping could be complex.

Other: Between Board meetings, two expenditures were unanimously approved by email:

- Approximately \$1,000 to purchase a new personal computer and printer for the JFKFFC. The current equipment is beyond its useful life and needs to be replaced. The actual cost came out closer to \$1,300.
- About \$500 to purchase new dumbbells. The actual cost was closer to \$600.

Next Board Meeting: After a brief discussion, the Board decided to change Board meetings to Fridays. The next meeting will be in October. Exact date to be determined.

Respectfully submitted,

Allen Jokinen

Meeting Agenda for Tuesday, August 20th at 10 AM

- **Secretary's Minutes**

- **Treasurer's Report**

- **Membership Report & Equipment Needs & Other Issues**

- **Unfinished Business**
 - **PT Offered By JFKFFC**

- **New Business**
 - **BC/BS Network Prime – Discussion**

- **Announcements**
 - **Next board meeting on Tuesday, October 15th at 10 AM**