

Minutes of Conference Call JFK Fitness Center Board of Directors

Date: July 16, 2020

Attendees: John Burt
Bruce Cohen
Allen Jokinen
Tamara McDonald
Steve McMullin
Steve Mills
Deborah Osborne
Jill Steinberg

Number of Members Board of Directors. Due to the withdrawal of Bob and Erika Broadhurst from the Board of Directors, we are down to seven members on the Board. After a brief discussion, John Burt proposed that we modify the by-laws to reflect that only seven members are needed on the Board. The proposal was unanimously approved.

Since Bob withdrew, the Board is without a President. After the conference call, Allen sent an email to all Board members requesting self-nominations for President.

Member Survey. Bruce Cohen shared preliminary results of a member survey. At the time of this meeting, 112 members had responded. (Upon completion of the survey, 166 responses had been received.)

Preliminary findings included: 58% of the members wanted their membership fee to be used as a credit for next year. 43% wanted a refund.

54% of the members expressed interest in using the treadmills, 48% in using free weights (including Smith machine) and 28% in using the ellipticals.

43% of the members want to exercise for 60 minutes and 28% for 45 minutes.

A few days after this conference call, Bruce shared with us two informative PowerPoints regarding Commonwealth of Massachusetts and GSA guidelines regarding reopening of fitness facilities. Bruce will check with other fitness centers for the results of their surveys. Bruce will also follow-up with the members to encourage more responses.

New Standards and Procedures for the Fitness Center. Upon re-opening, the Fitness Center will need to have implemented several changes, both in physical set up and procedure.

Some possibilities are all members will have to wear a mask or be not closer than 14 feet from another member when working out on equipment or in the group exercise room. Would dividers be cost prohibitive? Based on the Center's physical size, what is the maximum number of members that can be permitted? The Center is 3,179 square feet in size. The exercise/instruction room is 941 square feet in size. Up to eight members per 1,000 square feet could be possible. The locker rooms will be available for changing clothes but the showers will be closed.

We will have to have employee present whenever the Center is open (cost of \$25 to \$28/hour). We could start with a four-hour block (e.g., 10:30 AM to 2:30 PM) and adjust as needed.

On 7/25/20, Bruce sent all Board members an email with more information regarding the physical characteristics (including square footage) of the Center.

Finances. The Board discussed this item at length. There seemed to be a consensus to limp along until the Center can be fully reopened.

We will not offer classes for the time being. Exercise videos are available, and the smart television can be connected to the Internet.

We will keep the wi-fi but may reduce the number of televisions.

There will invariably be some member complaints.

Reopening. When will we reopen? September? We don't have to be among the first fitness center to reopen. It may likely be better not to be among the first.

Appropriate signage regarding Covid will be posted. A new/additional waiver will be included in the membership packet.

Fans will have to be turned off and be unavailable. Could the Building Manager increase the air flow in the Center?

Respectfully submitted,

Allen Jokinen