

Tuckahoe Recreation Club
1814 Great Falls Street
McLean, VA 22101
(703) 356-1205
www.tuckahoe.net
Tuckahoe Board of Directors
MINUTES

Date: February 21, 2023

Time: 7:00

Place: Tuckahoe - Board Room

Board Members Present: Brendan Bayer, Chris Bassler, Ed Cho, Cindy Dobyns (via Zoom), Bert English, Nathaniel Glasser, Jay Comfort (via Zoom), Chris MacKay, Monika Sibert, Andrea Smith, Lauren Wilson, Matt Kelly, Hiranya Maru, and Monica Winthrop

Board Members Absent: Keith Bretzfield

Officers: Brian Hult, Lauren Bostrom, Chris Zochowski, and Bill English Sr.

Officers Absent: Mike Thomas

Meeting called to order at 7:04 at Tuckahoe

Secretary sent out January minutes. Minutes accepted with minor changes.

General Manager's Report:

- *Accountant.* I am continuing to work with Melissa Rayca remotely, and she has expressed interest in taking this remote position on full time. Would like to discuss with the Board.
- *Club Automation:* We have drafted a letter asking Club Automation about the possibilities of terminating our agreement with them and staying with MemberSplash. The letter is being reviewed and will send out in final form.
- *Assistant Manager.* Justine Leger is no longer with Tuckahoe, and Jacob Ryan has been promoted to an interim Assistant Manager position. He is coming along nicely, and we have hired a new lifeguard today. I believe Jacob will be a valuable addition to the management team, and I look forward to bringing him on permanent in this role. Will be discussing further.
- *Heaters in WBH* – All heaters are working and producing heat in the WBH. We are still waiting on a part for the boiler; however, all is in working condition. If the boiler goes out again, we have a reset button to turn it on until the part comes in for repair.
- *Assistant for Leandro* - We have hired an assistant for Leandro, Ron Artis started this week. If you see him assisting Leandro, please say hello and introduce yourself.
- *Boy Scouts* – The Boy Scouts are scheduled for their mulch project on March 24 – 25. The parking lot in front of the SBH will be used to store mulch and truck delivery during those dates.
- *Club Benchmarking* – Lewis Rosenbloom with Club Benchmarking will be making his visit to Tuckahoe the week of March 13th. He will be meeting with several areas and meeting with the club's management. Documentation preparation and due diligence is taking place to prepare for his visit.

Committee Reports

Operations: Chris Bassler

- Met earlier this month
- Discussed outdoor pool closure and cleaning – recommended to do 4/1-4/7 (Fairfax County spring break)
- Jacuzzi use by minors – no rules change but will have guards trained on enforcing rules.
- Temperature for outdoor pool recommendations reviewed.
- Outdoor pool rental – there is interest from some parties, but it is under review.

Engineering and Maintenance: Ed Cho

- Tysons Mechanical work:
 - WBH ladies' locker room heater malfunctioned; Tysons Mechanical came out to repair the Valent RTU
 - Identified water leaking into the Board room due to HVAC drainage issues; sealed the leakage in furnace intake and exhaust piping in the attic
 - Humidistat and high voltage thermostat for exhaust fans parts repaired to fix the leak from the Yoga room ceiling
 - Boiler malfunctioned because it was not receiving signal due to loose temp sensor at boiler 1; high-pressure limit tripped on both boilers. Corrected the temp sensor and reset the limit switches on both boilers. Tysons Mechanical will continue to monitor. Tysons Mechanical noticed water filler valve is shut due to bad pressure relief valve on the tank. Proposal to install a pressure reducer valve on water supply line and replace the pressure relief valve. This will keep the boilers from shutting off automatically. Awaiting quote.
- Club Benchmarking team will be making its visit the week of March 13 for the Capital Reserve Study.
- Meeting with consultants Tuesday relating to WBH indoor air quality, to identify current HVAC system status, set up and deficiencies, seek recommendations on specific system redesign tailored to our circumstances. No charge for consultation.
- So far, we've received 2 quotes (possibly a third) for the deck and drain replacement. Currently looking into permit and other County requirements for this project, which will determine project start and scheduling and shutdown. Plan is to jointly work with Operations Committee.
- Received a quote to replace the damaged indoor pool coping stones, fading and outdated waterline tiles, and to repair race line and target tiling, as well as whitecoat/plaster inside the pool. Timing for this depends on deck/drain work since the work must be in unison and coordinated during the same renovation schedule.
- Waiting on Capex items from applicable committees.

Finance: Brian Hult

- Discussions around Club Operational Budget 2023
- Motion: Approval of budget as presented on January 25th, 2023. Passed 16-1.

Membership: Bill English

- Numbers:
 - Full Members – 3,217
 - Absentee – 213
 - Emeritus – 67
 - Waitlist – 417
 - Additions:
 - 5 families, 16 individual additions
 - Motion to approve all members – approved unanimously

- Invitations to new members – when should we start inviting new members?
 - New members can start using club May 15
 - Typically, have begun sending out letters around March 15

Member Relations: Bill English

- Email is memberrelations@tuckahoe.net
- There is some interest in speaking with the chairs of various committees – just a discussion for an open line of communication.

Programs & Concession: Brendan Bayer

- Grille request will be posted ASAP.

Aquatics: Bert English

- Swim and dive registration opens March 1

Tennis: Chris MacKay

- No report.

Long Range Planning: Chris Zochowski

- No report.

By Laws: Bert English

- Send by-law changes in if you have them

Fitness: Matt Kelly

- No report.

Marketing: Monica Winthrop

- Met last week to discuss ClubAutomation – two major issues arose: payment processor and credit card processing fee. Ultimately, we will be sending a letter of concern and will give them 10 days to respond. Without a response or reconciliation, we will move to mutually terminate the contract and go back to MemberSplash. This will not impact collection of dues.
- We will be reassessing out options for club management softwares
- Shoutout to Patty for getting the Board pictures up in the lobby
- We will likely be moving forward with a quarterly newsletter sent out via email, posted on website, and a few physical copies available in lobby

Old Business:

- Nothing to report.

New Business:

- Washington Metro Community Managers convention is coming up this weekend, which may be helpful for our management and accounting searches.
- If members are interested in attending a committee, reach out to committee chairs.
- CapEx – the budget provided in January 2023 is the 2022 CapEx budget will be the template for the 2023 budget. A revised version will be sent out. We will plan to discuss CapEx budget in March 2023.

Announcements:

- Next board meeting will be on Tuesday, March 21 at 7 PM.

*Moved to executive session at 8:14 PM.
Meeting adjourned at 9:04 PM.*

Secretary
Lauren Bostrom

President
Mike Thomas