

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

MINUTES

Date: July 18, 2023

Time: 7:00

Place: Tuckahoe - Board Room

Board Members Present: Chris Bassler (via phone), Brendan Bayer, Keith Bretzfield, Ed Cho, Cindy Dobyys, Bert English, Nathaniel Glasser, Matt Kelly, Scott Lisman, Monika Sibert, Andrea Smith, and Monica Winthrop

Board Members Absent:, Jay Comfort, Chris MacKay, Hiranya Maru, and Lauren Wilson.

Officers: Mike Thomas (President), Lauren Bostrom (Secretary), Brian Hult (Treasurer), and Chris Zochowski (Vice President)

Officers Absent: Bill English Sr. (Past President)

Meeting called to order at 7:02 at Tuckahoe by the President.

Secretary sent out June minutes. Minutes accepted.

Manager's Report

- **Member Communication:**

- The weekly email has been going well and receiving lots of good feedback. It has been a great way to highlight upcoming things and give clear directions on where to sign up for things and what to expect.
- Another area that has shown the need for additional communication specifically is within the lap swimming community. Many members that primarily (or only) use the club for lap swimming wanted more detailed info that pertains to them without sifting through items they don't need. So, we have begun a lap swimming email list with weekly emails to them as well. There is currently over 120 members that have opted into this list. We share everything from when to expect how many lanes, closures, locker room notes, and other info that may impact that community. It is not promised on a weekly basis, but so far, we have been sending a weekly email. I expect that once swim season has concluded we will only send one to alert of seasonal schedule changes or issue response.

- **Projects:**

- Benches added at tennis.
- Missing and broken stones repaired at tennis.
- Looking to potentially add new gravel to tennis.

- Pool and Kitchen inspections passed.
- New outdoor speakers installed.
- Spirit rocks installed.
- Pool vacuum repaired.
- New ADT sensors and sprinkler valve
- Many more projects are going on. The above are some highlights!
- **Staff Training:** In addition to constant training on safety practices and alertness, we have been working with staff on hospitality and service.
 - **Head Lifeguard Meeting on July 3.** We reviewed proper incident reporting, emergency response plan (EAP), hospitality standards, cleanliness routines and standards and more.
 - **All Staff Meeting on July 10.** Following the meeting with shift leaders, we met with everyone to talk about the same topics as well as gauging their energy level, make sure they feel appreciated, and hear their feedback on what we can do to keep them engaged + what's going well/poorly.
- **Events:** Cheryl and I are working constantly on planning upcoming events.
 - Currently on the docket are wine tasting, picnic on the hill, swimmin' cinema, and others.
 - I am working on developing some plans for fall/winter events. Some events on site that will be fun and exciting – but we would also like to do some programming that is less intensive onsite for busy families but helps them stay connected with the club and other families at the club. Some ideas for this are:
 - Laser tag on the hill night (potentially paired with a younger kids activity they can do while bigger kids play laser tag).
 - NFL Pick 'Em League for All Tuckahoe members.
 - Ladies book club (monthly or bi-monthly meetups at the club to talk about the book while socializing with snacks etc.)
 - Year-round fitness program where members can collectively participate in monthly or bi-monthly challenges such as steps counting or similar.
- **Summer Programming:** It has been a blast the past two months with Swim & Dive team and Jr. Tennis in full swing! They are ending soon, and I plan to work with the team reps to put together season recaps for each of the programs (Swim, Dive, Tennis) that we can share with the full membership; potentially in the newsletter, but also in email form. So, look for that towards the end of summer!

Executive Committee

- Nothing to report.

Committee Reports

Operations: Chris Bassler

- Thanks to Phil, Jacob, and all staff for the season and Tuckahoe Day!
- Limited members will be set at 50 individuals.
- Start looking at winter swim and dive

- Staff appreciation night on August 14th. Pool would be closed to members starting at 7:30 PM. Total cost would be \$162.
- **Motion** to build additional storage capacity near the Summer Bathhouse with a cost of up to \$9,600 to come out of CapEx. **Motion passed 12 to 1.**
- Surge tank is prepared but has not shipped yet.
- Second TV in the pavilion – can look into this suggestion.
- WiFi at the pool – this could be an easy investment. Will look into this suggestion with our network experts.

Engineering and Maintenance: Ed Cho

- Attached is the finalized CB materials: CB slide deck for the 7/24 town hall presentation, which mirrors high level information from the Exec Summary; the Exec Summary; and the CRS Report. I'm planning to distribute only the Executive Summary to the membership early this week. The slide deck will be available for members upon request after the presentation.
- Club Benchmarking is presenting its findings, introducing its strategic financial modeling, and take questions from the membership. This meeting will be held on 7/24 at 6 pm at the Pavilion. Microphones, audio visual, and print handouts will be prepared for the meeting - hope you all can attend.
- I'm attaching a snapshot of where E&M's operating budget stands currently. Now that we're mid-year and midway through the peak summer season, I thought it would be good to share what's over, nearing the budget max, and where we're under, to take stock of E&M's spending.
- We are awaiting word from Jeff Allen on the arrival and installation of the new surge tank.
- In early August, the outdoor pool heater platform will be repaired. In addition, the shelter to cover the heaters will be constructed. Attached are images of the proposed design, color, and materials. We recommend using a standing seam metal roof over top of the aluminum. It can be purchased as a painted product.

Finance: Brian Hult

- Currently over on some accounts (E&M and utilities), but overall, we are in good standing.

Membership: Bill English

- Numbers:
 - Full Members – 3,250
 - Absentee – 220
 - Emeritus – 103
 - Waitlist – 1,338 individuals; 365 families
 - Additions: 81 individuals; 20 families
- **Motion** to approve all members – **motion approved unanimously**

Member Relations: Bill English

- By-laws will be meeting with Dick and Ylva to review some bylaw changes and the role of the committee going forward.

Programs & Concession: Brendan Bayer

- **Grille** – to-date, approximately \$14k in loss (including startup). This is similar to past years. Goal is to breakeven, which it seems as though we will. Menu will be expanded marginally.
- **Tuckahoe Day** – went really well! Around 270 burgers cooked and consumed
- **Upcoming Events**
 - August 12th – Picnic on the Hill
 - August 29th – Crab Feast
 - Neighborhood day
 - Army-Navy Country Club needs a space for an employee appreciation event. Looking to close the pool for a few hours one afternoon to host this. Looking to August 21 or August 28.
 - **Motion** to approve the closure of TRC from 12-5:30 on August 21st, with a rain date of August 28th. **Motion passed unanimously.**
- Board members should make an effort to attend events. This should be considered as part of Board duties.

Aquatics: Bert English

- Season went really well! Season is over (except for divisional)
- Tuckahoe won All Star Relays for the first time!
- Tuckahoe Swim is the Division 1 Champion!
- We are continuing to invest in dive coaches and getting divers to participate in the program. The program has continuously improved over the past few years.

Tennis: Scott Lisman

- Lots of new energy this year, season is going really well!
- We are a strong program – junior tennis can fill every spot for matches and tournaments and women's team is doing really well.
- Awards banquet Friday night
- Facility is looking good – some minor improvements still needed (potentially a more permanent structure for staff/equipment/restrooms)
- Lack of supervision on courts due to location – some type of staff attendant could be useful, but there is currently no place for a staff desk. Could also look into more monitoring and fencing.

Long Range Planning: Chris Zochowski

- No report.

By Laws: Bert English

- Reminder that no club resources (including email lists) can be used for election-related purposes.

- Thinking about dates in bylaws (ex. dues collection, budget year, new membership start date, annual meeting, etc.) and maybe adjusting them in the future – NOT for Annual Meeting

Fitness: Matt Kelly

- Still looking at estimates for a renovation.

Marketing: Monica Winthrop

- Aiming to send out next edition of the TRC newsletter at the end of August

Nominations Committee: Keith Bretzfield

- Application period is closed
- Members who have submitted their intent to run for the next term are as follows:
 - Incumbents
 - Ed Cho – President
 - Bert English - Vice President
 - Lauren Bostrom – Secretary
 - Brian Hult – Treasurer
 - Chris Zochowski
 - Matt Kelly
 - Cindy Dobyns
 - Andrea Smith
 - Monica Winthrop
 - Bill English, Sr.
 - New Candidates
 - Nick Metcalf
 - Peter Marketos
 - Ratih Sudharto
 - Kristin Gorelik
 - Ana Florez
 - Mark Phillips
 - Raman Sarna
 - Hilary Scherrer
 - Katherine Smith
 - Mike Ingram
 - Richard Anton
 - **Motion** to approve the listed members as candidates for vacancies on the Tuckahoe Board of Directors. **Motion approved unanimously.**
- 8 Open Board Seats for Next 2-Year Term
- Bios/Headshots have been requested. The Nominations Committee will be compiling information and sharing with Phil/Cheryl this week for Front Desk Board and Website Posting.
- The Anticipated voting window will open mid-August. Need to determine voting methodology with Phil/Cheryl. No bylaw amendments are on the ballot to this point per Bylaws Committee.

- Voting to stop at Annual Meeting on September 21st. Voting will close at the start of the meeting.

Old Business:

- Nothing to report.

New Business:

- Suggestion to access Club Benchmarking meeting via Zoom – will look into this suggestion, but it would not be an interactive setup. It could be difficult due to acoustics. Best setup would be for members to participate in person.

Announcements:

- August Board Meeting will be cancelled. **Motion** made to cancel August Board Meeting. **Motion passed 12 to 1.**
- September Board Meeting will be held on Wednesday, September 20th
- The Tuckahoe Annual Meeting will be held on Thursday, September 21st at 7pm at Haycock Elementary. Chairs should prepare one to two slides with highlights from each committee.

Meeting adjourned at 9:03PM.

Lauren Bostrom
Secretary

Mike Thomas
President