

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

Date: March 21, 2023

Time: 7:00

Place: Tuckahoe - Board Room

Board Members Present: Brendan Bayer, Chris Bassler, Keith Bretzfield (via Zoom), Ed Cho, Bert English, Matt Kelly, Scott Lisman, Hiranya Maru, Monika Sibert, Andrea Smith, Lauren Wilson, and Monica Winthrop

Board Members Absent: Jay Comfort, Cindy Dobyns, Chris MacKay, and Nathaniel Glasser

Officers: Mike Thomas (President), Brian Hult (Treasurer), Lauren Bostrom (Secretary), Chris Zochowski (Vice President), and Bill English Sr. (Past President)

Meeting called to order at 7:00 at Tuckahoe by the President.

Secretary sent out February minutes. Minutes accepted.

General Manager's Report:

- **Accountant.** We have hired Melissa Rayca as our full-time remote accountant/HR manager, and I know she will be a value-added addition back on the team. Melissa is available for anyone to contact her at accounting@tuckahoe.net if you have any questions or need any assistance with any accounting issues.
- **Grille Manager/Assistant Pool Manager.** We have extended an offer of employment to Mahmud (Max) Akhundov, and he has accepted. He will be taking the Lifeguard certification class on April 1st and 2nd and will start his employment at that time. He was a co-owner of a small restaurant and will bring new ideas and menu items to Tuckahoe. Max is excited about providing a soft opening of the grille menu to the Board members before grand opening on Memorial Day.
- **Annual Dues.** Annual Dues period started March 15th and it is fully underway. Members are paying dues as usual, with no slow down from last year. Club Automation is awkward in charging the 2.9% credit card fee, however we are making it work.
- **Club Automation:** We have a response to our letter, and Club Automation is not going to allow us to cancel our contract with them. We have been managing through Club Automation with its limitations, as we have no choice but to try and make it work while we try to negotiate a way out of the contract. MemberSplash has now submitted an invoice to us in the amount of \$2800 to keep them around if we need them.
- **Assistant Manager.** Jacob Ryan is continuing to excel in his interim role as assistant manager. He has consulted with Clear Comfort and Jeff Allen, and we discovered one of the Clear Comfort cylinders for the outdoor pool is not working; I am contacting Clear Comfort for a replacement as they are under warranty.
- **Surge Tank / Outdoor Pool Closing.** Jeff Allen has provided an initial drawing of the surge tank being built for us (see attached). He is recommending we do not drain the outdoor pool until the Surge tank is ready to be installed. He believes it is not safe to drain the outdoor pool with the

Surge tank in such bad shape; so he suggests we close the outdoor pool approximately around the first week of May (when the surge tank is expected to be completed).

- **Indoor Pool Motor.** The Indoor Pool motor was not functioning, and Jeff Allen replaced the motor last week. Parts and labor were \$3500.
- **Club Benchmarking** – Lewis Rosenbloom with Club Benchmarking was at the club conducting his site survey. He will have his initial results in about 4 weeks.
- **General Manager.** If you have not already been informed, I gave my resignation last week and I will be leaving Tuckahoe, with my last day of work on Wednesday, March 22nd. I will cherish my time spent here always, and I will miss you all.

President's Notes

- Thanks to Patty for her 5 years of service to the club.

Executive Committee

- Met to discuss the hiring of Melissa Rayca, which was approved.
- Approval of Jacob Ryan as AGM.
- Discussed inappropriate behavior of club member(s).
- Another visit by Fairfax County regarding our special use permit on 3/16. They posted that our playground is 10 feet too close to the fence (has been there for 20+ years and has not been an issue in prior visits) and our operating hours are in violation (not open for member usage but is being used by Machine and/or Masters – this has not been an issue before). We must comply within 30 days.
 - Options:
 - Remove the playground and limit hours – this would breach contracts held with Machine and Masters Swimming
 - Apply for an amended permit – this could take months, and it is unclear if this would still limit hours (which would breach contracts)
 - Appeal
- Have started the interview process for a new GM and will most likely hire search firm to help.

Committee Reports

Operations: Chris Bassler

- Planning to drain the outdoor pool during 1st week of April, but that is now postponed due to surge tank issues – this will likely be pushed to the fall. This was not going to be critical for summer operations.
- Discussion with Machine about expansion of hours – still in discussion
- ClearComfort system issues – being managed by GM and AGM
- Lifeguard issues – GM and AGM are enforcing expected behaviors

Engineering and Maintenance: Ed Cho

- Based on ongoing inspections of the property and recent walk through with staff, the following is E&M's bullet list of the immediate major/minor projects, tasks, and maintenance areas of focus for 2023-2024 (please note that not all of the items below fall under "Capital Expenditures"; in addition, there will be additional items identified by the Capital Reserve Study) -- a foreshadow of what to anticipate this coming year, not including the unexpected maintenance issues along the way:
 - Major Projects (CapEx) - Near-term projects that will require significant capital investment

- WBH indoor pool deck and drains - replace the deck and drains (tentatively Feb-Mar 2024; working with Machine on options; 2-3 weeks)
- WBH indoor pool coping stones (pool and hot tub), waterline and other tiles, whitecoat and sealant (tentatively Feb-Mar 2024)
- WBH HVAC systems replacement - analyzing needs and options to properly ventilate, circulate to improve the air quality (balancing humidity, chloramines, temperature) through Big Ass Fans, new energy efficient and up-to-code heaters and supply ducts and new A/C units, and PoolPak dehumidification unit (tentatively Feb-Mar 2024)
- WBH back wall - analyzing need and options for insulated wall and repair/replace deteriorating steel support columns (2)
- Indoor pool ceiling - analyzing the rust and corrosion (material, not cosmetic surface rust) of steel ceiling and support trusses above the pool, identifying possible solutions (must identify whether moisture corroding the ceiling is from leaks above as well as humidity in pool)
- WBH roof above the indoor pool - areas that appear to be sunken and "soft" - evidence indicates that the roof area above the fitness room, along with the indoor pool, is weakening and needs to be replaced.
- Repaving parking lot (new asphalt, paint)
- High Priority
 - WBH men's locker room - HVAC-related water leakage above the drop ceiling tiles
 - 2 Pivot boom umbrellas between the baby and intermediate pools (Shademakers, Liberty 40) must be replaced; 3 patio boom-arm umbrellas must be replaced
 - Outdoor baby/intermediate pool pump house - repair leaking fan exhaust vent in ceiling
 - Steam room - moisture is leaking through tiles and grout; moisture is leaking through the wall and is showing presence on the opposite wall in the fitness room; steam room tiles should be removed, moisture barrier to be installed and retiled and regouted
 - Handrail to be installed along the stairway up the hill behind the diving well
 - Outdoor pool heaters platform -
 - It is settling and sinking; must repair the platform from sinking further
 - Construct shelter over the heaters to protect them from elements
- Medium Priority
 - Tennis patio area pavers repair/replacement
 - Indoor pool back wall doors need to be replaced - bottom parts of the doors have holes due to rust and deterioration
 - Original exhaust fan above the hot tub is not working due to problems with the motor and missing parts; must be fixed
 - Outdoor main pool pump house - repair exposed rebar, mortar gap areas in walls
 - Patio tables (15) - replace the old acrylic topped tables (cracked and worn) with new composite top (non-metallic) tables under which existing patio chairs can fit
- Low Priority
 - WBH men's locker room - locker hinges need to all be replaced - many are broken or too loose to fix; repair/replace wood paneling in men's sauna
 - Install already-purchased outdoor speakers to replace the two above the garage doors
 - Replace drop ceiling tiles (worn, dirty, stained) with new, stain resistant tiles
- Outstanding Questions/Concerns
 - What are the issues that are causing the elevator to occasionally fail? Are they issues that we can address to prevent further failure?
 - Have we considered the tennis courts resurfacing contractor to install pickleball posts for proper nets? Are they drawing pickleball lines after the resurfacing task is done?

Finance: Brian Hult

- Ended with \$136,000 in account
- Spent basically all budget
- Big items:
 - Capital Reserve study
 - Surge tanks
 - Tennis courts

Membership: Bill English

- Numbers:
 - Full Members – 3,217
 - Absentee – 229
 - Emeritus – 90
 - Waitlist – 1,378 individuals; 425 families
 - Additions:
 - 3 families, 11 individual additions
 - Motion to approve all members – approved unanimously
- People have been resigning, other people have been extended invitations to join as resignations come in – attrition rate is about normal

Member Relations: Bill English

- Looking to set up additional townhall-style meetings throughout the summer – will work with P&C
- Communicating with committee chairs to have more involvement

Programs & Concession: Brendan Bayer

- Grille manager hired – starts in April, has already started making plans for the summer
- Events may be amended if they will be difficult to run without a GM

Aquatics: Bert English

- NVSL seeding meeting occurred – approved for 3 home meets and divisionals
- Looking at complaint and how practice schedules will be affected
- Chip Harlow, longtime member, passed away

Tennis: Chris MacKay

- Getting program together
- One court will be transformed into two pickleball courts – hours may need to be limited for this due to sound

Long Range Planning: Chris Zochowski

- Waiting on report from Club Benchmarking

By Laws: Bert English

- Nothing to report.

Fitness: Matt Kelly

- Met with Club Benchmarking – gym was re-done in 2010, suggested all new equipment through a leasing company rather than buying equipment

Marketing: Monica Winthrop

- Newsletter – aiming to send out by end of April, but committee chairs need to input information in their sections; unsure if we can put out on the website
- Software – letter of concern was sent to Club Automation, they responded
 - Issues with processing fee – figured out
 - Issue with credit card processor – suggestion to just have waitlist applicants pay with check or cash, but waiting to hear back with final information

Old Business:

- Nothing to report.

New Business:

- Nothing to report.

Announcements:

- Next board meeting will be on Tuesday, April 18 at 7 PM.

Moved into executive session by President at 7:46 PM

Moved out of executive session by President at 8:23 PM.

Meeting adjourned at 9:20 PM.

Secretary
Lauren Bostrom

President
Mike Thomas