

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

Tuckahoe Board of Directors

MINUTES

Date: March 19, 2024

Time: 7:00 PM

Place: Tuckahoe - Board Room

Board Members Present: Brendan Bayer, Kristin Gorelik, Matt Kelly, Hiranya Maru, Nick Metcalf (via Zoom), Lauren Wilson (via Zoom), Ana Florez, Hilary Scherrer (via Zoom), Mike Thomas (past President, via Zoom), and Chris Zochowski (via Zoom)

Board Members Absent: Cindy Dobbins, Nathaniel Glasser, Scott Lisman, Keith Bretzfield, Monika Sibert, Ratih Sudharto, Chris Bassler

Officers Present: Ed Cho (President), Brian Hult (Treasurer), and Monica Winthrop (Secretary)

Officer Absent: Bert English (Vice President)

*Meeting called to order at 7:01 PM at Tuckahoe by the President.
Secretary sent out February minutes. Minutes accepted.*

President's Report

- Thanks to Phil and Cheryl and fitness committee
 - Some + and – comments rolling in
 - E.g. negatives: confronted by member regarding desire for “roman chair” – demanded guarantee to acquire a new one of these; ab crunch machine; resistant to change; dissatisfaction with new cardio consoles.

Executive Committee

- ExecComm reviewed member misconduct issue.
- Reviewing the preliminary draft of the Tuckahoe Staff Handbook.
- Reviewing to hopefully finalize the Code of Conduct.

Manager's Report

Items being worked on around the Club

- Outdoor Pool Heaters have been repaired and are fully working.
- Fitness center renovation is completed.
- Small items still on the list (posters, cubbies, coat hangers, etc.).
- A couple machines have tuning scheduled.
- Spring preparation underway:
- Met with Andre/Grounds Guys for spring landscaping.
- Leandro has a spring prep list that he is prioritizing now (pavilion, painting, siding, SBH, etc.).
- Jacob has a spring prep list that he is prioritizing now (pressure washing, furniture, umbrellas, coordinating with Jeff, etc.).
- Pickleball program being worked out. Draft is being reviewed and an email prepared to announce.
- Planning an opening Social on March 30 (complimentary) and spring pickleball nights planned to begin the week of April 8. Announcement to come by the end of week.
- Pool covers to be stored for the season by April 1.
- Pavilion Walls to be stored for the season by April 1.
- New hill trash cans are expected to arrive and be installed in early April.
- Tree removal under evaluation, some expected to take place in April around the tennis courts.
- Working on replacing patio furniture cushions.
- New ice maker for Grille.
- Many outdoor projects to prepare for summer are happening around the club. Please reach out if there is something you know needs attention or if you are seeking an update on a particular item! (this is my first spring at Tuckahoe too, so help and feedback is appreciated).

Events

- Fitness Grand Opening went well on 3/16, about 30 members stopped by.
- Upcoming Events being planned:
- Easter Egg Hunt, March 23, 91 members registered as of Monday morning.
- Beer Tasting, April 20, working with a local brewery to arrange a presentation.
- Cinco de Mayo, May 5, planning underway.
- All summer events have been scheduled on the calendar, but more detailed planning is in various stages for each event.

Grille Manager / Event Coordinator

We hope to have a Grille manager / event coordinator soon! We have made an offer that was not accepted this past week and have another one out for acceptance now. Stay tuned for an announcement on who takes that roll in the coming days (hopefully!).

Staff Relations

An initiative that we have been working on a lot this off season is preparing an environment for staff that fosters their growth and enhances the quality of our staff. It will not happen overnight of course, but we are well on the way to building this culture!

We have revamped our staff manual (under board review), we have learned and are using a staff management software that improves communication, we have started a staff recognition program (to really take off in summer), Melissa has taken several trainings on HR and how she can feed into staff, and we have planned a big summer staff training that covers more comprehensive team building, hospitality, emergency response, and department training to be more in tune with the details needed for giving members a safe and memorable experience (dates and times for this training still under review).

Facility Rental – Army Navy Country Club (ANCC)

Last August we hosted Army Navy Country Club's summer employee appreciation party from 1-5 pm on a Monday afternoon. They are inquiring this month to see if we are open to hosting them again and I am seeking direction from the board in response. Last year the board believed it was worth the significant revenue income at a time of lowest member impact. This year, the Board will consider options under the same rationale.

Our policies state: "The Club may be closed, or have restricted use, due to competitive events, special events, or rentals.", though we did have a handful of members that were not happy that we closed the facility to them for that afternoon last summer.

ANCC is considering the dates of August 5th or August 19th, which may be impacted by the possible indoor pool deck project as well. But I don't think such precludes us from being able to host ANCC should we let them know of the project and they are okay with it; but it is all part of the big picture of course and we may not want to extend. Discussion requested.

Spring Planning and Training Closure

We have sent proposals to the Ops committee and P&C committee for spring planning and the transition from winter to spring to summer. We are seeking the green light on a few items this month so we can begin to announce the membership by April 1 (at the latest).

Other Key items discussed:

- Spring Grille hours.
- Spring swim team vs lap swimming balance.
- May training closure. - May 22nd @5pm. Swim Team practice will be closed for that night.
- General summer operating hours for tennis/fitness/pools/grille.
- Discussion over consistency of cleaning at night was brought up, the board agreed that the night time cleaning was doing the job but may need to look at some kind of day time cleaning as well.

Update from Staff

We are fully in summer preparation mode! Beginning at the start of March, we turned our priorities across the board to the items pertaining to summer preparation. Getting registrations set up, hiring staff, program and event planning, facility work – though we are not dropping the ball on other projects around the club (and there are many!), we have worked shift gears in a big way this month!

Please share if you have help to offer, family members/friends looking for summer jobs, insights on past years, or anything else that you think can help the team be productive in their spring efforts!

Committee Reports

Operations: Chris Bassler

- None

Engineering and Maintenance: Brendan Bayer

- Full quote for the tree project is being reviewed, including removal of some old trees as well. Also includes some additional cleanup.
 - ***Motion*** - \$14,000 for removal and clean-up of trees was made. Approved 11-0.
- Plan to redo the pool deck was discussed, 5 total quotes have been provided. Quotes were provided from Jeff Allen, Continental, Atlas, AmeriTrust, and Blue Lighlighting. Work would take place in August after swim team concludes and before Machine picks back up.

- ***Motion*** - \$425,000 to make selection and get contractors engaged for work in August. Approved 12-0.

Finance: Brian Hult

- YTD observations Year over Year:
 - Most of the differences are timing differences that hit differently year over year
 - Staffing expenses were lower last year
 - Maintenance higher from HVAC and electric.
- Cash reserves are slightly ahead of town hall forecast.
- The club has begun implementing Club Benchmarking changes and made necessary replacement to the surge tank from capex expenditures.
- Q1 variances will be submitted to each of the committees for review.

Membership: Monica Winthrop

- Numbers:
 - Full members: 3426
 - Absentee: 222
 - Emeritus: 106
 - Children under 5: 127
 - Limited members: 40
 - Waitlist total families: 434 (1604 individuals)
 - New to waitlist: 11 families (35 individuals)
 - ***Motion***: Approve list of new individuals to waitlist. *Motion approved unanimously.*
- Resignations: 84
- Suggestion to provide a survey for those resignations to gain more insight into reasons. Membership committee will work with Cheryl.

Member Relations: Keith Bretzfield

- None

Programs & Concessions: Matt Kelly

- Interviews conducted for Grill Manager and offer has been made. Looking to start soon and prepare for summer.
- Looking at more durable cushions for the pavilion. Will take about 4-6 weeks to get in.
 - ***Motion*** - \$4,500 for new cushions in the pavilion. Approved 12-0 with sample cushions to be ordered ahead of time before selection.
- New ice machine is needed for the grill.
 - ***Motion*** - \$4,000 for new ice machine. Approved 12-0.

Aquatics: Bert English

- Continuing the transition to summer activities.
- Swim and dive registrations are open:
 - 40 registered divers so far; Tuckahoe Dive Team practices starts May 20.
 - 200+ registered swimmers so far.
 - Little Tigers is just under 50, almost at capacity
 - Swim team will be hosting its open house on April 27 and the first day of practice is May 7.
- Tuckahoe will not be hosting Divisionals this summer because the NVSL decided to penalize hosting pools by taking away a home meet (Tuckahoe has been hosting Divisionals for 8 of the last 10 years).

Tennis: Anna Florez (on behalf of Scott Lisman)

- Registration for tennis is open.
- Pickleball scheduling is being determined.
- Discussion was held for security for tennis. One potential solution was to use an app on a phone to unlock gates. Also looking at using a video monitoring solution. Several ideas are still being discussed.

Long Range Planning: Chris Zochowski

- None

By-Laws: Nathaniel Glasser

- None

Fitness: Matt Kelly

- Renovation completed

Marketing: Kristin Gorelik

- None

Old Business

- None

New Business

- Question was asked: Is the Long Range committee tasked with formulating a long-term plan? Answer is yes and to contact the Members Relations committee chair.
- Discussion of insulation was brought up.

Announcements

- None

Meeting adjourned at 8:57 PM.

Monica Winthrop
Secretary

Ed Cho
President