

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

MINUTES

Date: October 15, 2024

Time: 7:00 PM

Place: Tuckahoe - Board Room

Board Members Present, Chris Bassler, Brendan Bayer (via Zoom), Kristin Gorekik, Nancy Klett, Margaux Misantone (via Zoom), Raman Sarna, Drew Shepard, Cindy Dobyns, Ana Florez, Nick Metcalf, Hilary Scherrer, Ratih Sudharto, Mike Thomas (past President), Chris Zochowski (via Zoom)

Board Members Absent: Nathaniel Glasser, Keith Bretzfield

Officers Present: Ed Cho (President), Bert English (Vice President - via Zoom), Brian Hult (Treasurer), and Monica Winthrop (Secretary),

Meeting called to order at 7:03 PM at Tuckahoe by the President.
Secretary sent out September minutes. Minutes accepted, 16-0.

A. President's Report

- Welcome new committee members!
- Committee assignments distributed.
- Committee chairs should email Monica Winthrop if they would like other members of their committee to have edit access to the committee folders on the google drive.
- Please let the secretary know if you will be absent from any board meetings.
- New board members should review the By-laws and Code of Conduct.
- Board members should attend a minimum of 9 board meetings unless there is an excuse.
- Sensitive information discussed during the board meeting should not be shared outside of the board.
- 25 guest passes are given to all board members, with 50 to board chairs.

B. Executive Committee

- Amendment to Special Permit updates.

- Personnel and staffing updates.
- Member relations.

C. Manager's Report

Project Updates:

- **Fallen Tree Incident:**
 - A tree fell behind the Winter Bath House (WBH) recently. Thankfully, it did not cause any damage to the WBH itself. However, the fallen tree did damage the pavilion walls, ruined the shed where some tools were stored, and caused damage to other items stored alongside the shed. The tree has been removed, and Joao is currently in the process of making necessary repairs.
- **Winter Bath House Update:**
 - We have been moved to the WBH reception area for a couple of weeks now, the updates we made prior to the move have been very well commented on by the members. We are experiencing some heating issues in the locker rooms- the computer components of the sensors are not handling the vast changes from nighttime to daytime temps very well and causing the locker rooms to be too cold in the mornings and too warm in the afternoons. We are working with Tysons Mechanical on this currently and hope to have it repaired soon.
- **Inspection Season:**
 - October marks inspection season for us, and we are diligently working through scheduling and conducting a variety of inspections around the club. These include inspections for sprinklers, boilers, elevators, backflow assemblies, filters, kitchen hood, and more.
- **Winterizing Efforts:**
 - October and early November are winterizing months at the club. We've already winterized the baby pool and intermediate pool, and we're halfway through winterizing the Grille. Additional tasks include winterizing the pavilion walls, lifeguard hut, deck furniture, pool covers, lawn work, and SBH locker rooms, all of which are scheduled for the upcoming weeks.
- **Insurance Renewal:**
 - We are in the process of renewing our insurance policies, which will include several significant changes from the past few years. More details will be shared as we finalize this process.

Member Engagement:

- Our Oktoberfest + Trivia event was a success, with about 40 members in attendance. Planning for future events is underway, including our Halloween House event and holiday preparations.

- Our new pickleball programs have been well-received, with full enrollment for the fall season. In fact, tennis as a whole has been very busy! (minus all the rainy weather we got for a week or so)

Off-Season Projects:

- As we transition into the off-season, we are focusing on several important projects, including organizing and updating our filing, vendor documentation, budgeting, changes to the membership and bylaws set up, setting up Pass Academy administration, developing a member guidebook, and other club improvements.

D. Committee Reports

1. Operations: Matt Kelly

- Thank you to Jacob Ryan!
- Meeting will be held soon for committee.
- Rules of the pools, parking, working with guards are on on the agenda for the next year.
- Matt will do a facility tour, date is TBD.

2. Engineering and Maintenance: Brendan Bayer

- Indoor pool deck project was delayed as communicated earlier. Looking for permits in the new year.
- Have engaged with HVAC teams to determine pricing and timeline.
- Looking at tree planing along the tennis courts as a spring project.

3. Finance: Brian Hult

- YoY general operations variance is due to timing.
- Expense is all a timing issue as well. There was an extra pay period YoY.
- Administrative expenses is also a timing. Technology and support and timing of audit issues.
- YTD operating new cash is a surplus. The club is in a healthy status versus last year.
- Budget requests will be sent out early next week to each of the committee chairs. Please respond in a week or two with any updates.

4. Membership: Monica Winthrop

- Membership numbers:

	September 2024	October2024	Difference
Full Members	3,248	3,249	1
Absentee	205	204	-1

Emeritus	95	95	0
Children Under 5	159	150	-9
Limited Members	0	48	48
Waitlist Individuals	1435	1449	14
Waitlist Families	393	397	4

- **Motion:** Approve list of new individuals to waitlist. Motion **Approved: 16-0**
- Goals:
 - Determine if a dues increase should be considered for next year.
 - Work on historical metrics (I.e. determine trends for resignations).
 - Monitor membership counts to ensure we do not exceed 3,250.
 - Present monthly membership and waitlist numbers to board.
 - Determine any changes for the upcoming year.
 - Review that all accounts have accurate information

5. Member Relations: Nick Metcalf

- Goal:
 - Having more opportunities for members to interact. Will look for each committee to host a coffee and donuts in the summer.

6. Programs & Concessions: Matt Kelly

- Will be meeting with Mirah to go over 25 calendar of events.
- October feast and trivia night was a big hit.
- Work on special events to differenate for the next year (i.e. Tuckahoe Day vs. Forth of July).

7. Aquatics: Chris Bassler

- 1st committee meeting last week.
- Great turn out for winter swim and dive. Session 2 is coming up.
- Waterpolo had it's first tournament and is undefeated.
- Member survey question submitted.
- Goal:
 - Get from members any type of aquatics offerings (maybe synchronized swimming and scuba lessons).

8. Tennis: Ana Florez and Raman Sarna

- Meet with tennis reps and getting their input for the shed.

- Researching the purchase of a 12x21 (252 sq ft) shed near the courts to serve as an office and storage space.
 - Research heating and cooling systems for the shed. (Capitol Sheds does not provide heating and cooling for the structure).
 - Shed will need 2 separate doors: single door for the coaches side; double doors for the equipment side.
 - Shed will have a sliding window for the attendant to check in; also to sell tennis accessories.
 - Vending machine will be set up next to the shed (Capitol Sheds does not provide vending machines).
 - Shed will require a concrete pad to be installed as its base.
 - Power Supply to sustain heating/cooling/lighting for shed and vending machine.
- Goals for the year:
 - Ensure that the grounds around the courts, especially behind the pickleball court, are kept clean so that members can use it.
 - Arrange for lights to be installed for the pickleball court. Currently pickleball players are using tennis courts in the evening due to lack of lighting which reduces number of courts available for tennis.
 - Pickleball courts should be numbered 7 and 8 and be reservable as 2 separate courts in the system
 - Buy furniture such as tables, chairs, and umbrellas for the members to use in the entrance area of the courts at the top of the hill
 - Move existing picnic tables to the back area behind courts 5 and 6
 - Tennis Coaches Bios should be available on the Tuckahoe website and include any specialized training they offer; list their hourly rate for private lessons
 - We will coordinate with the vendor for heating/cooling to understand what their requirements are and how that impacts the specifications for the shed.

9. Long Range Planning: Brian Hult

- None.

10. By-Laws: Nathaniel Glasser

- Happy to report that the Board Amendments passed at the annual meeting vote. Phil has updated the posted copies. We do not expect any immediate projects.

11. Fitness: Kristin Gorelik

- New group class offering soon with Kerry. She is also doing 1 on 1 sessions.
- Work with Mirah on a step challenge.

12. Marketing: Ratih Sudharto

- Goals for the year:
 - Seasonal events to keep or do more of. Look at a member appreciation week.
 - Social media and app, the Tuckahoe app is currently not showing up in the app store and is getting looked at.
 - Please follow on Instagram only about 83 followers right now.
 - Use the TV to highlight staff or activities.
 - Hold a tournament of something other than swim or tennis, similar to walk challenge.
 - Look at giving back to the community (i.e. food drive, charity walks).
- There is a un-official grill Instagram account that should be taken down.
- Can the committee look at the photos on the website to be refreshed.

13. ABC Working Group: Operations, P&C, Executive Committee members

- Typically in the past, the club has gotten 1 time licenses for special events.
- Last year, the board decided to pursue a full-time license and it was granted.
- It's currently up for discussion if the club should sell alcohol.
- Insurance would need to be updated if the club decided to sell and consume alcohol.
- More to come and looking for any additional input from the board.

E. Old Business

- The survey is under construction and would like input from the committees for additional questions.

F. New Business

- None.

G. Announcements

- Next board meeting is November 19th, 2024.
- Board went into Executive Session at 8:48pm, **Motion Approved 14-0.**

Meeting adjourned at 9:23 PM.

Monica Winthrop
Secretary

Ed Cho
President