

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

**MINUTES**

**Date:** December 17, 2024

**Time:** 7:00 PM

**Place:** Tuckahoe - Board Room

**Board Members Present,** Brendan Bayer, Chris Bassler (via Zoom), Nancy Klett (via Zoom), Keith Bretzfield, Nathaniel Glasser, Raman Sarna, Drew Shepard, Cindy Dobyns, Ana Florez, Kristin Gorekik, Nick Metcalf, Hilary Scherrer, Chris Zochowski, Margaux Misantone, Raith Sudharto (via Zoom)

**Board Members Absent:** Mike Thomas (past President)

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

*Meeting called to order at 7:03 PM at Tuckahoe by the President.*

*Secretary sent out October minutes. Minutes accepted, 14-0.*

**A. President's Report**

- Amendment to Special Permit accepted
  - Public hearing before the Fairfax County Board of Zoning Appeals is scheduled for March 5, 2025
  - Lars will be presenting on behalf of the Club
- Staff performance, behavior, and mindset

**B. Executive Committee**

- Performance evaluations of management team.
- Discussed end-of-year bonuses and next year salaries.

**C. Manager's Report**

**Project Updates:**

- Staffing update

- We are continuing to make improvements to our staffing through lots of time spent coaching, supervising, training, and accountability. All these efforts have been making a difference. We are also preparing a staff-wide meeting to talk about the priorities and expectations. There are still things to work on and improvements to be made- but it is an area of focus as we have struggled this season with staff not meeting expectations.
- Upgrades Around the Club
  - We have been working on many things around the Club as usual. In addition to maintenance upgrade discussions that are happening at committee level, here are some things happening on the day-to-day level: shower heads have been updated, steam room and sauna lights and cleanliness, new clocks, continued cold weather care, pump room cleaning and care, storage closet and attics, shelving in the grille and storage areas, and much more.
- Insurance Renewal
  - We are closing in on insurance renewal. As of this past week we have received most and are just about ready to review with the appropriate board members.

#### **Member Engagement:**

- Member engagement is high with those using the Club. We have introduced new programming to engage members this offseason, we regularly touch and talk to gym users and swimmers and had a great turnout at the Santa Visit event this past weekend.

#### **Off-Season Projects:**

- We continue to use the time available after operations and member service are satisfied each week to work on focusing on several 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**

- No updates.

#### **2. Engineering and Maintenance: Brendan Bayer**

- Communication with engineers from HVAC project is underway to get costs.
- Trees have been clipped on property and discussion is being had around additional tree plantings.
- **Motion:** \$24K to do additional tree work. **Approved 19-0.**

#### **3. Finance: Brian Hult**

- 2024 YTD Actual review
  - Largest monthly variance coming from tennis
  - YTD net cash flow will likely come down closer to budget
  - Staffing expenses should close the gap to fy budget
  - Administrative expenses should come under budget
  - Currently club maintenance is under budget
  - Utilities underage coming from gas savings
- 2025 Budget Review
  - **Motion:** Increase CapEx fee to \$70, a \$10 increase year-over-year per the by-laws. **Approved 18-0.**
  - Discussion was had about potential ideas to restructure dues.
  - Discussion was had on projects that make sense for 2025 and 2026.
  - **Motion:** Table dues increase until January board meeting. **Failed 5-11.**
  - **Motion:** Increase dues by 10%. **Failed 9-11.**
  - **Motion:** Increase dues by 8%. **Approved 14-5.**
  - Will defer conversation around guest fees, and other membership categories for potential increases.
  - **Motion:** Increase Ameritas from \$165 to \$170 and absentee from \$35 to \$40 and limited from \$800 to \$850. **Approved 18-0.**
  - **Motion:** Approval of 2025 budget. **Approved 18-0.**

#### 4. Membership: Monica Winthrop

- Membership numbers:

	November 2024	December 2024	Difference
Full Members	3,249	3,249	0
Absentee	204	204	0
Emeritus	95	95	0
Children Under 5	150	152	2
Limited Members	44	45	1
Waitlist Individuals	1,458	1,483	25
Waitlist Families	399	405	6

- **Motion:** Approve list of new individuals to waitlist. Motion **Approved: 19-0**

#### 5. Member Relations: Nick Metcalf

- Working on data for membership data based on the latest information.

**6. Programs & Concessions: Matt Kelly**

- 2025 calendar was reviewed.
- PNC will have a committee soon to discuss all events.
- Committee open houses will be held during the summer during Coffee and Donuts.

**7. Aquatics: Chris Bassler**

- Will provide Brian budget updates.

**8. Tennis: Ana Florez and Raman Sarna**

- 2 proposals for re-milling of tennis courts have been gathered. Still waiting on a third proposal.
- There is more and more deterioration of courts and need to determine timing of project for re-milling of courts.
- Tennis representation went out to Capital Sheds to review options, also reviewed Home Depot and Costco options as well.
- Pickleball does not have lighting. Lighting estimate was provided.

**9. Long Range Planning: Brian Hult**

- No updates.

**10. By-Laws: Nathaniel Glasser**

- No updates.

**11. Fitness: Kristin Gorelik**

- No updates.

**12. Marketing: Ratih Sudharto**

- No updates.

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

- Looking at purchasing a lockable ridge for storage of alcohol.
- Discussion had around having another place to serve alcohol outside of grill. Ideas were considered for a shed on the patio.

**E. Old Business**

- None.

**F. New Business**

- Approach to staff and management.
- Proposal was made to hire a shift supervisor to help with the management of staff.

**G. Announcements**

- Next meeting January 21st.
- February 1st will be the board winter gathering.

*Meeting adjourned at 10:19 PM.*

**Monica Winthrop**  
**Secretary**

**Ed Cho**  
**President**