

**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:** October 21, 2025

**Time:** 7:00 PM

**Place:** Tuckahoe - Board Room

**Board Members Present,** Nick Metcalf , Margaux Misantone, Brendan Bayer, Raman Sarna (via Zoom), Kristin Gorekik, Nancy Klett, Chris Bassler, Ana Florez, Nathaniel Glasser, Hilary Scherrer, Stephanie Erwin, Jen Nielsen, Sara Iacobucci, Ed Cho (Past President)

**Board Members Absent:** Keith Bretzfield

**Officers Present:** Matt Kelly (President), Bert English (Vice President), Drew Shepard (Treasurer), Monica Winthrop (Secretary)

*Meeting called to order at 7:01 PM at Tuckahoe by the President.*

*The secretary sent out September minutes. Minutes accepted, 15-0*

**A. President's Report**

- Welcome to the new committee members and thanks to Ed as the prior President.

**B. Executive Committee**

- None.

**C. Manager's Report**

Fall is in full swing and we've had a strong transition from summer operations into our fall programming schedule so far. With outdoor activities winding down, our focus has shifted to facility maintenance, staffing for the indoor season, and prep for the upcoming fiscal planning cycle.

Operations and Facilities

Projects being worked on the past few weeks are:

- Natatorium doors

- Looking into steam room repairs
- Carpet cleaning in lobby
- Preventative maintenance on HVAC units for locker rooms (they need some TLC)
- End of the season Grille cleaning, washing tennis courts
- Preventative maintenance on fitness equipment
- Wifi network and security cameras
- Updating parking lot signage
- Website and newsletter updates
- Outdoor pool heater tuning and replacement of one unit
- Tree removal of unhealthy trees
- Board fence install at tennis
- Cleaning furniture and storing for winter
- Cleaning and repairing pavilion walls
- Cleaning and preparing pool covers to go on in start of Nov.
- Many more projects around the club, these are some highlights, please ask if you have questions around other things needing attention!

#### Programs and Events

- Our fall programming schedule is underway, including swim lessons, fitness classes, and tennis programs, etc.. Member engagement remains strong as we transition indoors.
- Some fitness classes are down a bit, some are up, but nothing alarming. 1:1 fitness planning sessions are getting lots of good feedback from the members that participate in them.
- New winter tennis offerings with Pass Academy to increase continuity for members between when our fall tennis programs end and spring tennis programs start (off site/not managed by Tuckahoe at Renaissance Tennis Club- lots of effort to maintain coaches that our families are familiar with and registration benefits for our members).
- Wine Tasting on October 11, partnering with Chain Bridge Cellars, went really well.
- Halloween house on October 25, a few new activities this year (slime making and bracelet making). Fingers crossed for good weather!
- Campfire Social is on November 8, paired with a flick n float.
- Lifeguard Certification and Recertification Courses will be hosted later this fall
- Prep for Christmas-time events!
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#### Staffing and Administration

- Lifeguard staffing is ongoing with talking to applicants that could work the needed hours and are good quality, with end-of-season reviews and exit documentation being finalized.
- Continued emphasis on member engagement and communication through regular emails and member check-ins at the Club.
- Weekly staff meetings continue to happen for teamwork and collaboration. Regular lifeguard tests during shifts (CPR refreshers, EAP refreshers, etc.).
- Finance and planning. Working with Drew to kick off this year's budgeting process. Melissa and I are conducting reviews throughout the Club of the past summer/year to this point.
- Lots of inspections happening in the fall! Pool inspections, health inspections, ABC inspections, elevator inspections, pest inspections, fire marshall inspections, etc.
- Insurance review/audit/renewal
- Using the season to weed/clean/review filing and documentation.
- Many more admin tasks through the fall season following a busy summer, please ask if you have questions regarding any details.

#### **D. Committee Reports**

##### **1. Operations: Nick Metcalf**

- Signs are helping
- Looking forward to the next year with the committee
- Some push back from members on outdoors hours on balancing usage

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

- Some interest has been communicated about tennis

##### **3. Finance: Drew Shepard**

- Looking for committees to input to the next year budget coming in November

##### **4. Membership: Monica Winthrop**

- Membership numbers:

	September 2025	October 2025	Difference
Full Members	3,250	3,250	0
Absentee	217	217	0
Emeritus	94	94	0
Children Under 5	154	154	2
Limited Members	0	0	0
Waitlist Individuals	1,388	1,416	25
Waitlist Families	378	386	8

- **Motion:** Approve list of new individuals to waitlist. **Motion Approved: 15-0**

**5. Member Relations: Nick Metcalf**

- Coffee and donuts sign-up will be continuing for the next year

**6. Programs & Concessions: Ann Florez**

- Looking at calendar for next year, will look to circular next month and start to finalize in December

**7. Nomination Committee: Hillary Scherrer**

- None.

**8. Aquatics: Chris Bassler**

- Covers all things swimming and diving
- New banner for Hydra is on display

**8. Tennis: Raman Sarna**

- Positioning of pickle ball lights is being discussed
- Setting up a meeting with committee to discuss new Pass contract

**9. Long Range Planning: Drew Shepard**

- Looking at upcoming projects for the new year
- Thinking about it from a 2-3 year view

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

- Please send updates to committee on ideas or updates to by-laws

- Reminder of fiduciary and confidentiality of board members as stated in the by-laws
- Board members must attend 9 meetings every year and 2 club functions

**11. Fitness: Kristin Gorelik**

- Nothing significant
- Ordered more kettle bells

**12. Marketing: Nancy Klett**

- None

**13. Aesthetics: Margux Misentone**

- None

**E. Old Business**

- None

**F. New Business**

- None

**G. Announcements**

- Will do a tour for new members of the entire facilities
- New members should also look at by-laws
- Committee meetings should be contacted soon to review upcoming budgets and activities. Matt Kelly and Bert English should be invited as optional to all committee meetings
- Please try and attend in-person for board meetings
- Committees should be approving motions/ideas before bringing to board for approval

*The meeting adjourned at 7:56 PM.*

**Monica Winthrop**  
**Secretary**

**Matt Kelly**  
**President**