

Dinghy Landing Committee Meeting
July 21, 2026

Attendees:

Mike Sbabo (Leader), Christine Ransley, Lindsey Dombert, Catherine McCann, Susan Bradley

1. **Call to order:** Committee leader, Mike Sbabo, called the meeting to order at 3:00 PM EST, via Zoom video conference.
2. **Permit for Dock** – Mike gave an update in Steve’s absence. Steve met with DPNR again to try to get the renewal done. He was advised that the electronic process was for new permits only but was instructed to proceed and DPNR would work at the back end to make it a renewal. Mike offered his assistance in August when he is on-island.
3. **Budget** - Mike shared that the budget had been reduced to \$4000 from \$5000 to help with some unanticipated expenses for the HOA. After the purchase of the Kayak rack there is only \$868.80 remaining – some of which needs to be used for mounting the rack.
4. **Little Free Library for landing area:** There was still interest in putting in the Little Free Library. Discussions about location were initiated with agreement on putting it in the grassy area next to the picnic area. When some of the committee are on island in August, they will also discuss location while they are looking at the site for the rack. The plan is to order the Free Little Library but hold off until after storm season to install (Catherine has space to store). Options for shipping are Tropical, through St. John Hardware or USPS – depending on size. Decided to get one that was painted. Christine suggested we get a full quote including shipping and once we finish the kayak rack determine which one to buy based on remaining funds. Catherine suggested to purchase a composite library instead of wood – all agreed.

Action: Obtain full quote on little library including shipping and installation. **Responsibility:** Lindsey

Catherine shared the link for the recommended support
<https://littlefreelibrary.myshopify.com/collections/library-posts>

5. **Kayak Rack:** Susan shared that the rack had been purchased and arrived. It will need to be installed and assembled. Mike thought we may want to have some assigned spaces on the racks and maybe a couple that are left open temporary use. Once installed, we will send around a survey to see who wants to use. If there is a large interest in using the rack, we could get a second rack next year. Susan pulled up the survey from previous years and noted from the 30 respondents, 50% were interested in having a kayak rack at the landing. It was suggested to have a lottery if too many homeowners request a slot. Mike will work on a letter for notifying the neighbors and pass it by for comment.

Action: Begin creation of letter for neighborhood in order to peak interest in kayak rack and get people involved. **Responsibility:** Mike

5. **Dinghy Rack Assignment Process:** Lindsey discussed a proposed process for assignment and management of dinghy/kayak spots (See Attachment #1). The goal would be to provide a more consistent process and be able to communicate assignments effectively in the annual meeting. There

is also a fee structure proposed, still not approved. This would also be a way to create and communicate a rack slot waiting list. The process would start in November when we would request input from current rack owners and work toward assigning/re-assigning slots by the annual meeting in March.

Process should be the same for kayak or dinghy racks. Need to discuss mid-year change process. We just had a rack slot forfeited by an owner leaving the neighborhood. It was a shared rack so the owner sharing just remained on the rack. What didn't happen was to go back to the wait list and offer the part time slot position. The process needs to be amended to add adjusting the owners by offering an open slot based on the wait list. Also, need to note if the fee structure is adopted, reimbursement will not be made if rack is forfeited. Christine pointed out that the fee structure could not be adopted until our bylaw call for additional fees to be collected. Mike felt that the process may be different between kayak and dinghy due to the permanence of a dinghy vs a kayak. He wants the use of the kayak rack to be more accessible for the neighborhood and again even potentially some temporary slots. Catherine suggested possibly creating an online sign up for kayak slots.

Next meeting was set for September 17th, 11:00 am AST/EDT. We will set the dates for the triggers in the process.

6. Adjourn – Meeting was adjourned at 4:04 pm AST/EDT

Minutes submitted by S. Bradley 09/16/26

Attachment #1 - Proposed Dinghy/Kayak rack Assignment and Fee Schedule

GCB Dingy & Kayak Assignment and Fee Schedule

"Year Assignment" defined as: July 1st – June 30th

Committee Assignment and Fee Timeline:

November: Call for Interest

- Email to GCB membership to get formal responses for those who are interested in a dingy or kayak slip for upcoming year.
- Those who currently occupy a slot would need to formally respond to have it again for the upcoming year.
- Due Date for notification of interest: January 1st

January: Committee Meets to assign dingy and kayak spots.

- Notification sent via email to those who received or didn't receive a spot for the upcoming year.
- Notification also sent of billing obligation, due to HOA secretary by the start of the General Meeting.

February: Final notice emailed to anyone who hasn't paid that their slot will be relinquished if payment isn't received by start of General meeting.

March: Committee includes upcoming year's dingy & kayak slots at General Meeting. Announcement if there are any additional slots available.

Fee Structure:

Dingy: \$500/year

Kayak: \$250/year

Shared Spaces:

If assigned a shared space, each party is responsible for half of the cost of the fee.

Mid-year changes:

If a member decides they would like to open their dingy or kayak slip to another member to share, the committee must be notified of who that member is so it can be verified that they are in good financial standing.

Any payback of original fee that original member has paid to the committee must be worked out between the members and will not be worked out by the committee.