

TOP OF THE STATE UNIT – BCHC
Board of Directors Meeting Agenda
Mayten Fire Hall, Big Springs
October 2, 2025
7 p.m.

Administrative:

- Establish Quorum/Flag Salute
- Members sign in sheet with miles
- Guest Speaker:
- Additional agenda items:
- Introduction of Guests:

Approve Minutes of September 4, 2025 Meeting.

Correspondence:

- On September 15, Michele received an email from Mark Mezzano, District Field Representative for California State Assemblywoman Heather Hadwick. Mark attended the April Rendezvous in Corning and was following up to ask if we can keep him in the loop on the activities of the Backcountry Horsemen. He said, “I am always looking for an opportunity to gain knowledge on the various organizations within our district. As a District Field Representative for Assemblymember Hadwick in AD 1, I routinely attend events in her absence and relay information back to her.” Michele followed up with Mark and said we would keep him in the loop for events. Michele will ask Penny, Kathryn and Jen to add Mark to our email list.
- On September 24, Michele received an email from BCHC Secretary, Susie Patton, regarding information received from Randy Hackbarth from BCHA for its fundraising campaign to raise \$15,000 to become a part of the National Forest Service Museum in Missoula, Montana. BCHC members can learn more about this project and donate via this link: <https://tinyurl.com/h9ns8zzc>.

Treasurer Report: Caralee Scala:

Committee Reports:

- Education: Debbie Bacigalupi
- Membership: Jennifer Bull
- Newsletter: Michele Machado Woods
- Insurance: Michele Machado Woods
- Website: Kathryn Matthews
- Adopt-A-Highway: Michael Stapleton
- Public Lands: Michael Stapleton/Michael Journey
- Work Parties: Robert Robustellini
- Programs and Events: Debbie Bacigalupi
- Parades: VACANT
- Scholarships: Penny Wells-Thomas
- Trail rides: Michele Machado Woods and Laurie Robustellini
- Publicity/Social Media: Michele Machado Woods

Unfinished Business:

- Audit of 2024 financial records: Caralee reported at the September meeting the audit was done in August. Report to be presented at this meeting.
- Fundraiser tickets? Need all sold tickets and money back at this meeting so we can draw winners.
- At the May 29 meeting, Gail asked that we encourage more members to come to meetings. Need new ideas to keep the Unit going. Need to talk more about future of the Unit. How do we get in front of the public more often? **New: Michele included a “We need your ideas” flyer in the Fourth Quarter newsletter.**
 - Ideas from past meetings.

- Schedule a planning meeting to talk about and schedule events for coming year, including work party ideas to discuss with Forest Service
- More trail rides (Kyle Adkins to take over Trail Rides chair?)
- More events for horses and mules
- Work events that also include plenty of time to ride equines
- NEW IDEAS are always welcome, but need more people to step up and take leadership when they have ideas

New Business:

- After stepping down as President, Michele would like to continue her role as point of contact for the Klamath National Forest and area trail stewardship non-profits. Michele would like to propose a new leadership position/chair in our Unit called “Agency/Non-profit Liaison” or something similar. This role would work with the incoming President to continue to build strong relationships with government agencies, etc.
- Need confirmation of board members staying on or nominations to fill potential vacant spots:

BCHC Top of the State Board Members 2025-2026

Officers:	Name	BOD Term Expires
President	Michele Machado Woods	2026 Resigning Officer position as of Dec. 31, 2025
Vice President	Debbie Bacigalupi	2026
Secretary	Alan Woods	2026 Resigning Officer position as of Dec. 31, 2025
Treasurer	Caralee Scala	2025

Directors:	BOD Term Expires
Kyle Adkins	2025
Ashley Adkins	2025 Voted into position in March, 2025 (vacated by Sandy Mason mid-term)
Laurie Robustellini	2025
Robert Robustellini	2026 Voted into vacant position in May, 2025
Janice Rushton	2025

Alternates:	BOD Term Expires
Gail Lyons	2025
Michael Stapleton	2025

Announcements:

Next Meeting: November 6 Membership meeting, 7 p.m., Fort Jones City/Community Hall:

Adjourn: