

TOP OF THE STATE UNIT – BCHC
Board of Directors Meeting Minutes
Grenada Fire Hall
August 6, 2026
7 p.m.

President Robert Robustellini called the meeting to order at 7:13 p.m.

Officers:

Robert Robustellini (President)
Debbie Bacigalupi (Vice President) via phone
Michele Machado Woods (Secretary)
Caralee Scala (Treasurer)

Directors:

Laurie Robustellini	VACANT	Alan Woods
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Alternate:

~~Michael Stapleton~~

Members and Guests: Sherry Glendenning

Administrative:

- Establish Quorum/Flag Salute
- Members sign in sheet with miles
- Guest Speaker: None
- Additional agenda items: Jennifer Bull has requested the use of one of our Unit crosscut saws. Does Rhonda Zinkel still have our saws and, if so, how do we get them back? ALSO, need to get Unit chainsaw back from Bill (Calvin) Bradshaw since his membership has expired. See New Business.
- Introduction of Guests: None

Approve Minutes of May 28 (June) Meeting. Caralee moves to approve and Laurie seconds. Motion carried.

Correspondence:

- On July 13, Mike Splain from the Bigfoot Trail Alliance reached out with this note: *Just a heads-up that BFTA is planning to submit grant proposals to America the Beautiful Foundation for restoration work on the Kelsey Trail between Elbow Spring & Gunbarrel Camp (Klamath & Six River NFs, respectively). Our plan is to first support a "through-hike" crew to walk all the way across & photo / GPS document needed work, then return with targeted crew hitches to the hot spots.* The Kelsey National Trail is in the Siskiyou Wilderness and provides access to Bear Lakes. Michele will stay in touch with Mike regarding this work in case we can support with sawyers and/or packers. More info about this trail and TH: <https://www.fs.usda.gov/r05/klamath/recreation/elbow-springs-trailhead>
- On July 30, Ian Nelson, Regional Manager from the PCTA, reached out to Michele with a pack support opportunity tentatively scheduled for August 22 or 23 to re-supply an American Conservation Experience (ACE) crew that will be working the PCT northbound from Scott Mountain to Carter Meadows. Michele followed up with questions for Ian, including how much bulk weight is scheduled to be packed in and what trail/destination is planned for the re-supply. We have several members who may be interested in helping. Shasta-Trinity NF packer may be used for this task.
- **NEW:** On August 4, Michele received an email from Mary Kwart from the Bigfoot Trail Alliance requesting we send a letter of support to the National Park Service Pacific West Region–National Recreation Trail Coordinator/Reviewer for the Bigfoot Trail to become a National Recreation Trail. Mary included a sample letter. Michele forwarded the letter to Michael Stapleton and Robert.
- Robert said there is nothing to report from the BCHC state leadership
- Robert said there was nothing in the PO Box.

Treasurer Report: Caralee Scala reported that the Checking Balance as of May 28, 2026, was \$16,448.71. Income for May and June was \$134.00 (May dues rebate of \$99.00 and June dues rebate of \$35.00). There were no expenses to report. The Checking Balance as of July 31, 2026, was \$16,582.71. Alan asked that he can be reimbursed for fuel for the Caribou Wilderness fish plant trip. Amount not disclosed. Laurie moves to reimburse. Debbie seconds. Motion carried. Laurie moves to approve the Treasurer report and pay bills. Michele seconds the motion. Motion carried.

Committee Reports:

- Education: Debbie Bacigalupi nothing to report.
- Membership: Jennifer Bull reported via email that we have 83 Members and 1 Young Adult member. She sent out five expired membership letters on July 15. Debbie asked if there is a survey type document that is sent to members who have not renewed. Sherry said there used to be.
- Newsletter: Michele Machado Woods talked about the graphic in the state newsletter.
- Insurance: Michele Machado Woods nothing to report
- Website: Kathryn Matthews not in attendance, nothing to report
- Adopt-A-Highway: Michael Stapleton not in attendance, nothing to report
- Public Lands: Michael Stapleton/Michael Journey not in attendance, nothing to report
- Work Parties: Robert Robustellini reported we don't have any work parties planned at this time. No word from the Goosenest District for work on that side.
 - Michele and Alan Woods reported on the work done at Carter Meadows on June 3-8 and the success of having the OLP kids there.
 - Alan reported on July 1-3 trip to the Caribou Wilderness to help the Shasta Trinity Unit with trail work and fish plant. Two different campgrounds to accommodate a big group, OLP kids and veterans. Scott and Jamie Essex and Kelly York for BCHC were there too. First day of trail work was 8 hours with a lot of trees to cut out. The small, burned trees along the trail were dangerous for the novice riders. The lakes were beautiful, but most of the trees were burned. Trail was dusty. The fish plant was on the third day.
- Agency/Partner Liaison: Michele Machado Woods spoke about correspondence with Cory Beattie, Trails Coordinator for the Shasta-Trinity National Forest, regarding work done on the PCT in that forest and the opportunity to get a volunteer agreement with the STNF next year to help them with work.
- Fish Plants: VACANT
- Programs and Events: Debbie Bacigalupi talked about the Cattlewomen's Beef and Brew event in September. Opportunity to have a table to promote Unit and OLP. Can start planning for Christmas party now, if necessary.
- Parades: VACANT
- Scholarships/Education Donation Program: Penny Wells-Thomas not in attendance, nothing to report.
- Trail rides: Michele Machado Woods and Laurie Robustellini; no one besides Alan and Michele attended the July 11 group trail ride on the PCT at Scout Mountain to Masterson Meadow Lake. Next group ride is scheduled for September 12 at Deer Mountain (ride and potluck lunch). Can we schedule another ride at Bacigalupi Ranch in early October, with potluck lunch? Yes for ranch ride on October 3 or October 10.
- Publicity/Social Media: Michele Machado Woods nothing to report.

Unfinished Business:

- 2025 Audit committee: Kathryn, Gail, Janice. Caralee to schedule time and place. Did not get that done yet. Caralee can bring it to a meeting.
- IRS letter update – Are we covered under state umbrella? Sam Burrows was going to get some information for us on this topic. Robert hasn't heard back yet. Need to find out from the BCHC leadership (Treasurer Lynn Joiner)
- Mechanics Bank account update and next steps, nothing new to report until non-profit status is remedied
- Partnership with Scott Valley Watershed Council and packing education for youth interns on July 23: Robert talked about the event and how he and Mathilda Barr worked with six youth. Used Stapleton's horse Apache, Mathilda instructed on some horse basics. Robert talked about leading horse or pack string, don't let the lead rope wrap around your hand. Talked about the parts of the pack saddle and different kinds of pack saddles. Talked about packing and pack bags, kids picked items to put in the bags and were challenged with

balancing the bags. Talked about the importance of having balanced packs, can use rocks to balance packs on the trail. Mathilda led the horse with the packs around the arena at Stapletons. SVWC youth and leaders were really excited to learn about packing.

New Business:

- Need to find new board member for the spot vacated by Janice. Mathilda Barr may still be a possibility. Other suggestions? May talk to Aysha. May get more ideas from next meeting.
- Outfitters Legacy Project: Future partnership on events? Need all current OLP Board members to be current members of BCHC. Michele reached out to Aysha, Amanda and Haydens about renewing. Laurie will remind them.
- Future of our Unit: Need to discuss overall attendance at these meetings and at events. Do we need to seriously consider dissolving the Unit and/or merging with the Shasta-Trinity Unit? Robert suggested that we send out a letter to membership inviting to **September meeting** to discuss the future of the Unit. Letter needs to be positive and ask for new ideas and fresh leadership. Ask that if they can't attend the meeting to send their ideas. Sherry asked if we could donate some funds to local projects or establish a scholarship. She didn't want to give any money to the Outfitters Legacy Project. Debbie suggested that we have food and beverage at the next meeting to get more people to come. Alan talked about the issues we've had with the scholarship program in the recent past. Kids don't follow up to get their money. Michele talked about the small numbers of attendees at all of the events this year so far. Consensus is the letter to membership is a great idea. Robert talked about speaking with Sam Burrows with STU about merging with that Unit and he was agreeable with that idea. Michele will create the letter to send to members. Caralee moves to reimburse for stamps. Laurie seconds. Motion carried.
- Jennifer Bull has requested the use of one of our Unit crosscut saws. Does Rhonda Zinkel still have our saw? John Lyons confirmed she has three crosscut saws. Robert has tried to call, left message, tried to find her at the big yellow house in Fort Jones. Will see if Barbara Schuyler can help. ALSO, need to get Unit chainsaw back from Bill (Calvin) Bradshaw since his membership has expired. Bill confirmed with Michele that he will drop the chainsaw off at Robert's house second week of August.

Announcements: OLP is selling tickets for a gun raffle to fund the veterans program. At the tire shop in Fort Jones and the outfitters store in Etna.

Next Meeting: Fort Jones City Hall/Community Center, September 3, 7 p.m.

Adjourn: 8:37 p.m.