

TOP OF THE STATE UNIT – BCHC
Board of Directors Meeting
Fort Jones Community Center
January 4, 2024
7 p.m.

Administrative:

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

Approve Minutes of November 30, 2023 Meeting (new date for December meeting):

Correspondence:

- On December 1, our Unit received a letter from Mary Ann Busby, Junior/Senior Counselor at Yreka High School asking if we are still giving a scholarship. **NEED TO DISCUSS and VOTE for 2024.** If we are continuing this scholarship, we need to add it to our budget. We also need to send an updated scholarship application and information, as well as a contact person, to Mary Ann ASAP (mbusby@yuhdsd.net or 530-842-6151 ext. 112). Need to do the same for other area high schools (Etna, Mount Shasta, Weed, McCloud, Dunsmuir, etc.).
- On December 4, Sarah Borman, Recreation Officer from the Klamath National Forest, reached out to Michele regarding our Sam.gov registration information and to set up a time to chat about disaster supplemental funding for 2024. Michele sent our Sam.gov information to Sarah on December 29.
- On December 4, Sarah Borman returned the email from Michele and Laura Rodger (Shasta-Trinity Unit) regarding a possible work party to replace the stock corrals at the Big Flat Campground at the end of Coffee Creek. The previous corrals were destroyed because of the fires a couple of years ago. Sarah said they would be delighted to have some assistance replacing those corrals and the location might be a good candidate for installation of metal panels. She said she would also need to check in with their Archeologists, and added this might be a great opportunity to replace the corrals and install our bear lockers at the same time. A Zoom call in early 2024 will likely be the next step.
- On December 6, Shelby Weister, new Volunteer and Partner Coordinator for the Klamath National Forest, Salmon/Scott Ranger District, reached out to Michele and other area volunteer organizations to introduce herself. Moving forward, Shelby will be a main point of contact for each partnership crew and volunteer group coming to the KNF Salmon/Scott Ranger district. Michele (and Robert?) will meet with Shelby in February or March to secure our Volunteer Service agreement and discuss projects.
- On December 7, Larry Shuman from the Shasta-Trinity Unit emailed Michele to report that he talked to Adam Sommers of the CCC Foundation regarding handling the north state BCHC packing intern grant. The CCC Foundation will take it on and handle the HR etc. Larry reported that Adam talked to Aaron McBride (Shasta-Trinity NF) and has a good idea of USFS needs and our (BCHC) needs. Larry will meet with Adam after the first of the year and get the process going so they can advertise and hire the 2024 packing intern. Michele emailed Larry to let him know the Top of the State Unit is still committed to providing \$2,000 for this north state intern in 2024.
- On December 10, Kelly York forwarded correspondence from USPS to Michele and Caralee regarding the renewal due date for our post office box in Etna. Renewal fee of \$62 was due December 31, 2023. Caralee confirmed via email that the bill was paid around December 15.
- On December 14, BCHC Membership VP, Chip Herzig, reached out again to ask for our Unit Officers. Michele reported our Officers for 2024, including Debbie Bacigalupi as Vice President (pending vote at this meeting, see below).

- On December 27, Carol Jo Hargreaves (Editor, The Backcountry News) sent an email to Unit newsletter editors and Presidents that the deadline to send stories and photos for the Winter 2024 edition of the BCHC newsletter is January 15. Michele will send a short writeup about one of our late year events (likely the Obstacle Course event in October and/or the Fort Jones Christmas parade).

Treasurer Report: Caralee Scala:

Committee Reports:

- Education: Debbie Bacigalupi
- Membership: Jennifer Bull
- Newsletter: Michele Machado Woods
- Insurance: Kelly York
- Grants: Joe Croteau
- Website: Kathryn Matthews
- Adopt-A-Highway: Michael Stapleton
- Public Lands: Michael Stapleton/Michael Journey
- Work Parties: Robert Robustellini
- Fish Plants: Don Menne
- Programs and Events: Debbie Bacigalupi
- Parades: Kelly York
- Scholarships: Penny Wells-Thomas
- Trail rides: Michele Machado Woods and Laurie Robustellini
- Publicity/Social Media: Michele Machado Woods
- Youth Wilderness Program: Caralee Scala and Kelly York
- 2025 Rendezvous organizing committee: Michele Machado Woods

Unfinished Business:

- At the April First Aid/CPR class we learned about the importance an Automated External Defibrillator (AED) machine. Prices for a new machine can vary between \$1400 and \$2500. Refurbished versions cost around \$700-\$800. **NEW NEWS in October:** Found out from Chip Herzig that we have \$1,870 in our Unit Education Fund sitting in a BCHC state account. Chip said we can use the money to purchase an AED (or two) as long as we have an “education” event to show all potential users how to use it. This could be accomplished at a monthly meeting or at a special First Aid/CPR event. Michele brought up the topic at the Christmas dinner on December 2 and got some positive feedback and several “yes” replies when she asked the attendees if this would be a good investment for the Unit. **Next steps:** need to research how often an AED may go out of date and check into the age ratings for the used versions.
- Need to turn in all volunteer hours and information to Kelly ASAP. Form is on the website to fill out and send to Kelly. Find the form here: <https://www.tos-bchc.com/forms.html>
- Robert reported at the November 30 (December) meeting that he got the proper paperwork for the salvage title from the DMV. Michele agreed to put information in the next newsletter (published on Jan. 1, 2024) that we will open to offers or highest bid. If no interest by March 16 dinner, then we’ll offer it as a silent auction item.
- We have two Board of Directors spots to fill for 2024. Has anyone been found to fill these spots?
- **BCHC Top of the State Officers for 2024**

Officers:	Name	Term Expires
President	Michele Machado	2024
Vice President	Debbie Bacigalupi	2024
Secretary	Alan Woods	2024
Treasurer	Caralee Scala	2025

Need vote to confirm

New Business:

- BCHC Board of Directors meeting is scheduled for February 2-3. As of December 30, Michele has not received a 30-day notice yet with an agenda and location (likely Visalia). Need discussion on whether Michele will attend and a vote to cover travel expenses. Michele will report BCHC State meeting agenda items at Jan. 4 meeting to aid in this discussion.
- 2024 BCHC Leadership training for the northern Units has been scheduled for February 24 at a site to be determined. Need to know if anyone besides Michele wants to attend. Debbie as new VP? If so, need a vote to cover travel expenses.
- BCHC awards: Top Hand and Anne Lange award nominations due Feb. 1, 2024. Need suggestions for nominations and help with writing nominations.
- 2024 Rendezvous in Ceres: Michele has not received any new information about items, help or money needed from Units for this event.

Announcements:

Next Meeting: February 1, 7 p.m., site TBD in Yreka

Adjourn: