

TOP OF THE STATE UNIT – BCHC  
Membership Meeting  
Fort Jones Community Center  
March 7, 2024  
7 p.m.

President Michele Machado called the meeting to order at 7:02 p.m.

**Officers/Directors:**

Debbie Bacigalupi-	Michele Machado Woods	Sandy Mason	Laurie Robustellini
Robert Robustellini	Janice Rushton	Caralee Scala	Alan Woods
Alternates:	Gail Lyons	<del>Michael Stapleton</del>	Kelly York

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Members and Guests: Kyle Adkins, Don Menne, Judy York, Scott Essex, Lauren Sweezey

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**Administrative:**

- Establish Quorum/Flag Salute
- Members sign in sheet with miles
- Guest Speaker: Dr. Scott Essex, DVM, will participate in a 30-45 minute equine Q&A. Questions will be submitted by meeting attendees. Questions included what is the Shasta River crud and what are the symptoms; when a young horse should have its first dental exam, and whether an older horse in late 20s and early 30s need dentals; why is Coggins required to enter some states, EIA is not curable, federally monitored disease; what diseases can people get from horses (rabies); can horses get Lyme disease
- Additional agenda items: None
- Introduction of Guests: None

Approve Minutes of February 1, 2024 Meeting: Caralee moves to approve the minutes, Janice seconds, motion carried

**Correspondence:**

- On February 9, Klamath National Forest Recreation Manager, Kristian Schenk, sent our Unit's signed Volunteer Service Agreement to Michele Machado Woods. Our agency contact for this agreement is Shelby Weister ([Shelby.weister@usda.gov](mailto:Shelby.weister@usda.gov); 530-598-0229. Michele sent a copy of all documents to Robert Robustellini.
- On February 12, BCHC Secretary, Susie Patton, sent out to all Units a BCHC Webmaster "job" announcement. BCHC is looking for a BCHC member who can help maintain the state website. Position is not paid. Michele sent the information to Kathryn to add to our Unit website. Michele also posted an abbreviated announcement and website link on our Unit Facebook page.
- On February 16, BCHC VP of Public Lands, Troy Patton, called Michele to let her know that one of our members has been chosen for a special BCHC award. Troy asked that Michele gather intel on what kind of award would best suit the personality and work this person performs/performed for the Unit and BCHC. Michele will work with Troy to schedule the presentation of this award, likely in April or May. Keeping details "secret" so the announcement can be a surprise.
- On February 19, Michele received an email for new BCHC VP of Education, Greg Feinberg, that the BCHC North Units Officers training scheduled for February 24 in Oroville was cancelled. When Michele asked why, Greg said it was because of lack of RSVPs (only 3). Through various further emails, it was discovered that the Shasta-Trinity Unit, due to an abrupt change of President for their Unit, had not RSVP'd for the event. They had planned for six of their leadership to attend. Despite this update in attendance, Greg still decided to maintain the cancellation of the event.

- On February 22, Ian Nelson (PCTA) followed up with Michele to schedule a meet and greet in early April. Michele agreed to meet on April 2 at 4 p.m. at a TBD location in Yreka. Other Unit leadership welcome to join for this meeting. EDIT: meeting postponed to April 9 or April 23
- On February 24, BCHC VP of Membership, Chip Herzig, sent an updated BCHC membership form that includes new content "Family & Youth oriented organization" per discussion at the Feb. 10 BCHC BOD meeting. Michele sent the new form to Kathryn to post on our Unit website.
- On February 26, Michele corresponded with Klamath National Forest Chainsaw instructor, Jason Murieen, regarding scheduling a "newbies" chainsaw certification. Due to Jason's busy work schedule, the certification won't happen until May (week of May 13). Firm dates for the classroom training are still TBD, but the field certification can be May 18 at the Machado Ranch in Big Springs. A total of five Unit members have expressed interest in getting trained to be Class A Sawyers.
- On February 26, Michele received "OFFICIAL EMAIL VOTE" correspondence from Susie Patton, requesting a "yes" or "no" vote on one bylaws Article and two Policy documents (Policy #1022- Policy to Change Bylaws and Policy #4-224-Complaint Policy) as a follow-up from the BCHC State BOD meeting on February 10, 2024. Deadline to submit votes is March 15 (18 days from request to vote). **Need to discuss.** All at meeting OK with voting "No" on all items.
- On March 2, Stephanie Stott from the BCHC Mid Valley Unit sent an updated 2024 BCHC Rendezvous flyer to all Unit Presidents. Michele shared an image of the flyer on our Top of the State Facebook page.
- Throughout January and February, Larry Shuman (Shasta-Trinity Unit) has included Michele on email correspondence for the North State BCHC packing apprenticeship (internship). The opportunity was only advertised for only about two weeks and we still received 33 applicants before or on the March 1 submission deadline. Michele has a spreadsheet with applicant information and will help evaluate applicants using a rating spreadsheet that Larry provided (ratings due by March 4). Interviews will be scheduled around March 15.

Treasurer Report: Caralee Scala reported that the Checking balance as of January 31, 2024 was \$17,804.78. Income for February was \$111.10 (\$31.60 for December dues rebate and \$79.50 for January dues rebate). Expenses for February was \$85 (Weir & Associates tax preparation). Checking balance as of February 29, 2024 was \$17,830.88. Gail moves to pay Michele's Oroville hotel expense of \$176.12, Sandy seconds. Motion carried. Janice moves to approve the Treasure Report, Debbie seconds. Motion carried.

#### Committee Reports:

- Education: Debbie Bacigalupi has nothing to report.
- Membership: Jennifer Bull reported via email that we have 102 Voting members and 1 Associate member. She said she has sent five letters notifying members that their memberships have expired.
- Newsletter: Michele Machado Woods sent our 2023 newsletters for BCHC state journalism award. She will get the Second Quarter newsletter out by April 1.
- Insurance: Kelly York has nothing to report
- Grants: Joe Croteau not in attendance; nothing to report
- Website: Kathryn Matthews not in attendance; nothing to report
- Adopt-A-Highway: Michael Stapleton reported via email that the CalTrans \$250 highway incentive program will end in May. He will schedule a cleanup event in April.
- Public Lands: Michael Stapleton/Michael Journey not in attendance; nothing to report
- Work Parties: Robert Robustellini talked to Elliott Scott (KNF) about March 20 Grider Creek corral build, asked that FS folks get there at 8 a.m. so we can get the work done in one day, corrals are in Happy Camp. Hopefully they will bring materials a day early. Michele talked plans to do PCT work. Robert talked about getting extra corrals and how the Idylwild campground on Salmon River could be a site for corrals. Mulebridge will need additional funds for steel panels.

- Fish Plants: Don Menne reported about the couple of lakes we requested with California Department of Fish and Wildlife, only the 10 lakes that we can plant, gave them three lakes (Cliff, Summit and Syphon), might get two more. Robert said he and Dwain may could help with Wright Lakes if they don't have paid pack trip. Lower Wright is an eight-mule trip (4000 fish). Statue is also a possibility. Hogan a possibility; Rainey and Spirit lakes, Deep Lake are all overnighers. More information to come as we make solid plans with CDF.
- Programs and Events: Debbie Bacigalupi talked about potluck dinner on March 16. Caralee will buy the corned beef and cabbage; Debbie will organize the decorating and table set up, Gail and Judy will help out.
- Parades: Kelly York reported that the Etna rodeo parade is Sunday May 5. Need riders. We have been asked to present flags at Christmas parade in Fort Jones again.
- Scholarships: Penny Wells-Thomas reported via text that we have one applicant. Penny will contact schools in the next few days.
- Trail rides: Michele Machado Woods and Laurie Robustellini will try to schedule a Spring Warmup day at Mill Creek in April.
- Publicity/Social Media: Michele Machado Woods shared items on Facebook at least five times a week. Will share events and photos as needed.
- Youth Wilderness Program: Caralee Scala and Kelly York have nothing to report
- 2025 Rendezvous organizing committee: Michele Machado Woods; there was no meeting in February; next organizing meeting is scheduled for March 16 at M&M Ranch House in Red Bluff from 11 a.m. to 1 p.m.

#### Unfinished Business:

- At the April 2023 First Aid/CPR class we learned about the importance an Automated External Defibrillator (AED) machine. We found out from BCHC that we can use Education Fund money (currently \$1947 as of February 2024) 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. **Discussion for this meeting:** Please see the bullet points below. Let's please decide if we want to move forward with collecting prices/options/recommendations to purchase at least one machine. Find out if OSHA approved. Can we talk to local fire departments to find out the best type to get? Kelly will ask Teri with Etna Ambulance about what is the best option for us. Gail asked who would have the machine. One machine would be with Robert as work party leader. Caralee suggested we check with BCHC insurance.
  - Costs to consider: new machine can vary between \$1400 and \$2500. Refurbished versions cost around \$550-\$1600. We can get a very adequate refurbished version for about \$800. Refurbished versions come with new batteries and electrodes. May also include limited warranties (i.e., 4-year warranties).
  - Lithium batteries last between 2-5 years, depending on manufacturer. Replacement batteries range from approximately \$120 to \$400.
  - All expiration dates are listed on the machines.
- Robert reported at the November 30 (December), 2023, meeting that he got the proper paperwork for the salvage title from the DMV. Waiting to see what happens this month (March 16 dinner) to have all the proper paperwork for whoever gets the trailer. If no interest by March 16 dinner, then we'll offer it as a silent auction item. Do we have any bids? Caralee reported we have no bids. Will be silent auction at May 16 dinner.
- We have two Board of Directors spots to fill for 2024. Has anyone been found to fill these spots? Michele reached out to Kyle Adkins and Shirley Tickner. Shirley said "no", but Kyle is interested. Janice makes a motion to approve Kyle as a replacement for Robert and Laurie stays on as board member. Caralee seconds. Motion carried.

- When to do another audit? Need committee. Janice said she would do it again. Caralee will ask Kathryn. Gail said she could help. Caralee to arrange time and date. Any update? Caralee will try to get it done before the next meeting. Kathryn, Gail and Janice can help.
- 2024 BCHC Leadership training for the northern Units on February 24 in Oroville was cancelled (see correspondence above). Cancellation happened less than a week before event so Michele cannot get a refund on hotel room. Need to know if Unit can still over cost (\$176.12). See above vote to cover cost of hotel room.
- 2024 Rendezvous in Ceres: Michele is not attending Rendezvous after all. Will be attending March 2024 Grider Creek work party instead. Need to send \$200 to Lynn Joiner for auction item. Caralee will send check. Have we figured out if we're sending beer? Not sending beer.

#### New Business:

- First aid/CPR training? Do we need to schedule another class for this year or are our cards still valid? Cards should be good for two or three years. Need to get first aid class for anyone who wants sawyer training. Need to get Kyle, Brad and Michael trained to get sawyer cards. Kelly will talk to Teri about getting classes for small number 5 or 6 people. Could do first aid/CPR and AED training at the same time.

#### Announcements:

Next Meeting: April 4, 6:30 p.m., site TBD in Yreka (Natalee Thai again? If so, need to start meeting at 6:30 p.m.)

Adjourn: 8:36 p.m.