

TOP OF THE STATE UNIT – BCHC  
Board of Directors Meeting  
Fort Jones Community Center  
May 2, 2024  
7 p.m.

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

**Officers/Directors:**

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

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Members and Guests: Penny Wells-Thomas, Ashley Adkins, McKenzie Bacon

**Administrative:**

- Establish Quorum/Flag Salute
- Members sign in sheet with miles
- Guest Speaker: None
- Additional agenda items: Penny Wells introduced our Scholarship winner, McKenzie Bacon. See additional information below. Presentation of Top Hand Award to Robert Robustellini; need to update webpage to remove old materials (i.e., meeting at Cal Fire)
- Introduction of Guests: McKenzie Bacon from Etna High School

Approve Minutes of April 4, 2024 Meeting: Caralee moves to approve the minutes and Gail seconds. Motion carried

**Correspondence:**

- Michele met with PCTA's Ian Nelson in person on April 9 in Yreka. We discussed planned work on the PCT at Carter Meadows and Grider Creek and the opportunity to offer pack support, if needed, for ACE crews starting in June. Ian offered to attend a BOD meeting to meet leadership and talk more about the PCTA. Michele agreed to send a report to Ian each time we do work on the PCT. He thanked us for any and all help we can lend this year and in the future.
- On April 9, BCHC Secretary Susie Patton sent information about the BCHC Packing Intern program and a request that all Units send their intern pledge money, if any, by September 30 of each year. This deadline is necessary so BCHC can apply for matching grant money. BCHC's goal is for every Unit to contribute some money, but it is not required. Current intern costs are \$16,400 for 16 weeks. BCHC Units pledged \$9,000 for the 2024 intern.
- On April 16, BCHC VP of Membership, Chip Herzig, sent an updated BCHC Officers document that featured changes for VP of Education and 2<sup>nd</sup> VP for Volunteer Hours. Michele sent the new document to Kathryn for upload to our Unit website.

Treasurer Report: Caralee Scala reported the Checking Balance as of March 31, 2024 was \$18,695.06. Income for April was \$125.00 (\$25 for newsletter annual ad for Mechanics Bank and \$100 for sale of tool trailer to Michele Machado Woods). There were no expenses for April. Checking Balance as of April 30, 2024, was \$18,820.06. Gail moves to approve the Treasurer report, Janice seconds. Motion carried.

**Committee Reports:**

- Education: Debbie Bacigalupi not in attendance. For May 16 Siskiyou Agriculture Awareness Day in Yreka our scheduled volunteers are Robert, Kyle, Ashley, Caralee, Debbie, and Kathryn. Gail said

she could help too. Michele to follow up with Debbie. Caralee said had a call from one of the BCHC VPs of Education checking on programs, possibly regarding Youth Wilderness program. Contact information for BCHC Co-VPs of EDUCATION – Ruth Heuer, rmheuer@gmail.com (559) 560-6161, and Denise Robinson, robnden76@gmail.com (559) 877-3532

- Membership: Jennifer Bull reported via email that we have 100 Voting members and 1 Associate member.
- Newsletter: Michele Machado Woods reported that she sent a story into the state newsletter regarding our Grider Creek TH corral build. She also reported that she won second place in the BCHC 2023 Journalism award but she has not received any award yet.
- Insurance: Kelly York not in attendance, nothing to report
- Grants: Joe Croteau not in attendance, nothing to report
- Website: Kathryn Matthews not in attendance. Michele to ask Kathryn about removing old materials and info from website
- Adopt-A-Highway: Michael Stapleton emailed to Michele a renewed two-year agreement with Caltrans to continue our Adopt-A-Highway efforts. Agreement was effective starting 4/18/2024. Six people showed up for the April 7 clean up event. Michael brought cinnamon rolls.
- Public Lands: Michael Stapleton/Michael Journey not in attendance, nothing to report. Michael Stapleton shares the snow report with Unit leadership via email when the KNF sends the press releases.
- Work Parties: Michele reported that the Grider Creek corral is finished and ready for use. She also reported that she, Alan Woods, and new member Jeff McCabe cleared the PCT from the Grider TH to almost the next footbridge almost 4 miles southbound. More than 20 trees, including one large root ball. Michele reported volunteer hours/miles to Ian Nelson for PCTA for PCT trail work. Michele also talked about the scheduled Carter Meadows work weekend (June 6-9), Kyle and Ashley would like to camp. Robert Robustellini talked to Elliott Scott (KNF) about Shackleford TH, cut out three trees and some rocks off the road, talked to FS about road to Shackleford and Elliott said he would look at the road at the bridge.
- Fish Plants: Don Menne not in attendance due to knee surgery, no report. Robert will call to get update.
- Programs and Events: Debbie Bacigalupi not in attendance; no report.
- Parades: Kelly York not in attendance; Robert said we have six riders for the Etna Rodeo parade, be ready to ride at 10:15 a.m.
- Scholarships: Penny Wells-Thomas reported we had six applicants this year for our \$1000 scholarship. McKenzie Bacon earned the scholarship because she struck a chord with our committee members, Penny and Caralee. McKenzie trained with Erin Fowle and Stable Hands and decided to be a vet. She trained two Mustangs for her senior project at Etna High School. She's lived in Scott Valley for two years and Siskiyou County for five years. She volunteered at Stable Hands for a couple summers, fell in love with horses. She will attend BYU Idaho (Rexburg) and study animal science to become a vet tech; would like to be a horse trainer and start a program like Stable Hands. Penny and Caralee instructed McKenzie on next steps to receive her first payment once she's enrolled in classes.
- Trail rides: Michele Machado Woods and Laurie Robustellini, we have May 11 tune up event at Mill Creek Ranch. Other rides are TBD.
- Publicity/Social Media: Michele Machado Woods, Penny called the Siskiyou Daily News about announcing scholarship, need to find email for announcements.
- 2025 Rendezvous organizing committee: Next meeting is scheduled for May 4 at 11 a.m. at Larry Shuman's house in Cottonwood. Michele will attend, others are welcome to join. Robert may go.

#### Unfinished Business:

- Automated External Defibrillator (AED) machine

- Research on versions that are rugged enough for outdoors: Per research online, Michele recommends we purchase two Powerheart G5 models, which are highly rated for outdoor use organizations such as National Parks Service and construction companies that perform work in varied weather and terrain conditions. Michele will provide spec sheet to those who want more information. This model measures approximately 9" x 11" and weighs 5.7 lbs. Refurbished Powerheart G5 models can be purchased for \$995 each at [aed.us](https://www.zoll.com/products/aeds/aeds-for-public-access/zoll-powerheart-g5-for-public-access). More information about this AED can be found here: <https://www.zoll.com/products/aeds/aeds-for-public-access/zoll-powerheart-g5-for-public-access>
- Consensus is that we purchase 2 of the recommended machines mentioned above.
- Need to check with Lynn Joiner regarding Ed funds. Michele will do this.
- Email to BCHC Insurance, Jamie Wilson (BCHC 2<sup>nd</sup> VP Insurance) reported via email that the insurance agent said there isn't a problem with using the AED. She said ideally the users would be trained through CPR training, which we have planned to do. It would also help to have those people give a quick how-to to the rest of the Unit on how to work the AED, in case a certified member wasn't available. We are planning to do this for the "Educational" part to qualify to use the funds.
- Robert talked about Teri doing an AED education class in the evening, can be done 30 minutes before a meeting. Can train us on our own AED unit. Robert will check on cost.
- Regarding our discussion about the different ways to reach emergency services via InReach, iPhone, etc., while in the backcountry, can we get a volunteer to research this more and create an informative flyer to give to members? Michele can help creating the flyer, but needs others to help with the research. Look on BCHC website to see if there is already a flyer.
- Report on April 10 audit; Janice, Gail and Kathryn met, reviewed financial records, everything went smooth and records are clean.
- First aid/CPR training? Any updates on training day options with Etna Ambulance? Robert reported that First aid class same cost as last year (\$20); have at least 5-6 people who need the class. Will need to schedule after June 22.
- Robert delivered the tool trailer to the Machado Ranch, paperwork delivered

#### New Business:

- Sawyer training and certification: Michele is scheduled to talk with KNF Sawyer Trainer, Jason Murieen, this week regarding chainsaw training and certification for some members who have never been certified. We have six members who would like to get certified. If Jason's schedule doesn't allow for him to train and certify our members in May, Michele will work with Alicia Deery in the KNF Oak Knoll/Happy Camp office to schedule the certification.

#### Announcements:

Next Meeting: May 30 (June meeting), 6:30 p.m., Natalee Thai, Yreka  
Adjourn: 8:08 p.m.