

TOP OF THE STATE UNIT – BCHC  
Board of Directors Meeting Agenda  
Fort Jones City/Community Hall  
September 4, 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 July 10, 2025 Meeting.

Correspondence:

- On July 28 and again on August 24, BCHC Public Lands VP, Troy Patton, sent emails to Unit Presidents about the Forest Service/USDA reorganization. The August 24 email included a letter Troy was going to send to the USDA expressing BCHC's concerns about the reorganization and what it may mean for our future relationships with the Forest Service. Contact Michele if you want the emails/information forwarded to you.
- On August 19, Klamath National Forest District Recreation Officer, Sarah Borman, emailed Michele to let us know there are KNF-donated hard hats at Fort Jones office for us to pick. Michele asked Robert to pick up the hard hats for future work party events.
- On August 24, Michele emailed BCHC Saw Program Coordinator, Dan Chartier, to inquire about the status of three member saw cards.

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; Michele to report on Grider Creek campground work
- Fish Plants: Don Menne
- Programs and Events: Debbie Bacigalupi
- Parades: VACANT
- Scholarships: Penny Wells-Thomas
- Trail rides: Michele Machado Woods and Laurie Robustellini; Deer Mountain trail ride and lunch potluck scheduled for September 20; trail ride at Bacigalupi Ranch on October 4?
- Publicity/Social Media: Michele Machado Woods

Unfinished Business:

- Audit of 2024 financial records: Was this completed?
- Fundraiser tickets? Hoping to get as many sold ticket stubs and money collected at this meeting. Youth packers have done a GREAT job of selling tickets.
- BCHA put out newsletter in email, applications for youth program grant, \$500. Robert was to look into it.
- Reminder: Leadership roles will need to be filled at the end of the year, including President and Secretary. There are five Board of Directors spots to be renewed/filled by the end of 2025 (Caralee, Kyle, Ashley, Laurie and Janice).

- 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?
  - Ideas from last meeting
    - 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:

- October 18 obstacle course event: Michele and Alan are thinking of making this event a play day instead of a competition. Will still have Halloween decorations out.
- BCHC State Board meeting is scheduled for Oct. 3 and 4 in Hilmar, CA. Michele will not be attending and will send proxy with Shasta-Trinity Unit representative or High Country Unit representative. Michele will report on any hot topics on the State BOD agenda.

Announcements:

Next Meeting: October 2 or 4: BOD meeting, may schedule this meeting for October 4 where we can have a ride at Bacigalupi Ranch, BBQ picnic and meeting. Details to come.

Adjourn: