

TOP OF THE STATE UNIT – BCHC
Board of Directors Meeting Minutes
Casa Ramos Restaurant, Yreka
April 3, 2025
6:30 p.m.

President Michele Machado called the meeting to order at 6:33 p.m.

Officers:

Michele Machado Woods (President)
~~Debbie Bacigalupi (Vice President)~~
Alan Woods (Secretary)
Caralee Scala (Treasurer)

Directors:

~~Ashley Adkins~~ ~~Kyle Adkins~~ Laurie Robustellini ~~Janice Rushton~~ ~~VACANT~~

Alternates:

Gail Lyons ~~Michael Stapleton~~

Members and Guests: Robert Robustellini, Kathryn Matthews

Administrative:

- Establish Quorum/Flag Salute: We do not have a quorum at this meeting
- Members sign in sheet with miles
- Guest Speaker:
- Additional agenda items: Audit of 2024 finances
- Introduction of Guests:

Approve Minutes of March 6, 2025 Meeting: Change “Agenda” to “Minutes”. Will vote to approve at next meeting because we don’t have a quorum at this meeting.

Correspondence:

- On March 18, Michele received an email from Ian Nelson, Regional Representative for the PCTA, regarding some brushing/treading work that the PCTA had planned for the PCT out of the Grider Creek trailhead. Ian also asked if we could set up a time to meet in person to talk about overall work for the year. Meeting is planned for some time in April in Yreka (date and time TBD)
- On March 21, Michele heard from Ian Nelson again regarding the Grider Creek PCT work and that there were boulders blocking the road to the trailhead. Michele then spoke with Shelby Weister with the Klamath National Forest and learned that the Happy Camp district road crew cleared the boulders from the road. Michele reported this information back to Ian and his PCTA Regional Trail Stewardship Coordinator, Spencer Valenti.
- On March 26, Spencer Valenti reached out to Michele to let us know that the PCTA has some projects in the works for Northern California that he would love your assistance with. Spencer said he will be attending the BCHC Rendezvous this year and he will have more information by then that he can share. Michele agreed to meet up with Spencer at Rendezvous to chat more.

Treasurer Report: Caralee Scala reported that as of February 28, 2025, our checking balance was \$18,345.67. Income for March was \$1,071.00 (\$107.00 for February dues rebate; \$25.00 for newsletter ad; \$417.00 for St. Patrick’s Day dinner raffle; \$235.00 for St. Patrick’s Day dinner attendee admission fee; \$237.00 for St. Patrick’s Day dinner dessert auction). Expenses for March were \$993.32 (\$75.59 for stamps for membership coordinator; \$76.77 for BCHC board meeting travel; \$688.76 for youth packer shirts for Rendezvous; \$152.20 for St. Patrick’s Day dinner food). The checking balance as of March 31, 2025 was \$18,423.35. Bills to pay for March were \$491.64 to Kathryn Matthews for GoDaddy.com three-year subscription for Unit website; \$160.00 to Michele Machado Woods for Rendezvous camping spots for the youth packers and families/coaches; \$150 to

BCHC for Packing class prizes. Will vote to approve this Treasurer report at next meeting because we don't have a quorum at this meeting.

Committee Reports:

- Education: Debbie Bacigalupi not in attendance, nothing to report. Need to find out if we've been invited to participate at Siskiyou Ag day in May. Kathryn, Gail, Caralee can help. Event is May 15.
- Membership: Jennifer Bull reported via email that we have 94 Voting Members and 1 Associate.
- Newsletter: Michele Machado Woods got the Second Quarter newsletter out on April 1.
- Insurance: Michele Machado Woods nothing to report.
- Website: Kathryn Matthews reported that Mechanics Banks told us that we have to use our debit card at least once every six months. Asked GoDaddy.com if we can pay more often than once a year. Can pay every three months, but that comes with extra charge. We only had the debit card to pay for the website. Kathryn agreed to three-year plan. Need to get another debit card from Mechanics Bank, but it will expire again in 6 months. Would prefer to stay with GoDaddy.com. Are there any other expenses that we can pay for with the debit card besides the website to keep it current? Suggested to pay for PO Box and FJ Hall with debit card. Caralee and Kathryn to explore more options to keep card current. Kathryn reported that there are about 100 hits on the website each month. She updates the calendar each time we send out a notice.
- Adopt-A-Highway: Michael Stapleton reported via text that he is going to schedule a highway cleanup for Friday, April 25, at 9 a.m.
- Public Lands: Michael Stapleton/Michael Journey no in attendance; nothing to report.
- Work Parties: Robert Robustellini
 - We have two new sawyers, Kyle Adkins and Jeff McCabe. Both earned their saw cards via training session with Siskiyou Mountain Club on March 28 and 29. Brad Ish and Debbie Bacigalupi attended the classroom session, but missed the field day. Michele, Brad and Debbie will attend the May 10-11 training and certification with Siskiyou Mountain Club.
 - Scheduled PCT log-out weekend at Grider Creek TH on April 18-20. Robert asked if we need any stock. Michele and Alan reported that we've heard the trail to too clogged and too dangerous for stock.
 - Carter Meadows work weekend is June 4-8
- Fish Plants: Don Menne not in attendance, nothing to report. No events for this year per CDFW.
- Programs and Events: Debbie Bacigalupi not in attendance; nothing to report.
- Parades: VACANT
- Scholarships: Penny Wells-Thomas not in attendance; nothing to report.
- Trail rides: Michele Machado Woods and Laurie Robustellini nothing on the calendar. Laurie scheduled a tune up at Potts' Mill Creek Ranch for April 26. Start at 9:30 and end at 3:30. Need to get email out to members.
- Publicity/Social Media: Michele Machado Woods nothing new to report.
- 2025 Rendezvous organizing committee: Michele Machado Woods and Robert Robustellini reported on plans in progress
 - Event packet is available on TOS website and on BCHC website. Do not mail after April 5. After April 5, email in information and pay at the event.
 - Michele finished the event program and sent it to the printer on March 27. Program is available to view on the BCHC website.
 - We have sold almost 200 tickets for both the Friday and Saturday night dinners.
 - We have more than 40 people pre-registered for the Trail Obstacle Course competition
 - We have plenty of spots still available for the Dutch Oven Cooking contest and the Adult Packing contest.
 - Michele will be in touch with all TOS members who have volunteered to help with event at Rendezvous.
 - We have at least 10 TOS members attending the Friday and Saturday night dinners. We also have several area Cowboy poets scheduled to perform, including Judy York, Deb Perdue, Bill Roberts, Peggy Goshgarian and Ned Nichols.
 - Alan has donated an American flag horseshoe art as our Unit donation for the Rendezvous auction. Caralee asked if Alan needs to be reimbursed for this donation and Alan said no.

Unfinished Business:

- Board of Directors vacancy: We still have one opening to fill. Consensus was that Robert should fill the spot. Will vote at next meeting.
- First aid/CPR training? As of March 31, we have **nine** Unit RSVPs for the April 5 event. Michele offered to pay for class and get reimbursed for those who attend (\$30 x number of attendees).
- Raffle to raise funds to pay for BCHC North State packing intern for 2025 (Matt Alloway): We voted in March to move forward with printing 300 or 400 tickets for two prizes (\$10 per ticket). The \$3000-\$4000 earned for these ticket sales would pay for the \$2000 for our Unit contribution for the intern, printing costs, etc. Michele was to find out about printing costs. Michele can also create a flyer and social media posts to promote the tickets. Prizes will be a \$500 gift card from Shasta Valley Chainsaw and a guided fly fishing trip (\$800 value) at a Northern California or Southern Oregon location/date agreed upon by the raffle winner and the fishing guide. There was a bunch of discussion about how we are going to do the raffle tickets. Consensus was to put both prizes on one ticket, first prize is the fishing trip and second prize is the \$500 chainsaw in-store gift card. Drawing would be at the October BOD meeting on Oct. 2 or Oct. 4. Caralee asked that we check with BCHC about whether there are any special rules for raffles. Michele to follow up with BCHC Treasurer Lynn Joiner to confirm if we can do the raffle.
- Need to get new Committee chairperson for Parades. Still need to find a chairperson or decide if we want to continue to participate in parades. First parade would be Etna Rodeo parade on May 4. Let's skip the Rodeo parade. Was discussion on not doing parades anymore if there is no interest in filling this chair.
- Penny Wells-Thomas is pursuing idea to schedule a rattlesnake avoidance event for dogs in 2025. Penny reported via email that we can get an event scheduled in July or August, just not during the fair. No additional update for this event.
- Unit member compensation for trail work in 2025: Discussion tabled at March Membership meeting until we hear if we receive a BCHA Chapter Support Grant, announced April 15. Michele received an email on April 2 from BCHA saying we did not receive the \$1000 grant we applied for. Robert asked if we still have any left over RAC money from years past? Would need to use our Unit funds, including what we make from the fundraiser discussed above.

New Business:

- We learned at the March 15 dinner that Dave Tyler can offer basic farrier lessons to members. Need to know interest so we can get this event (or events) on the schedule.
- June BOD meeting is scheduled to fall on June 5. Need to discuss moving to May 29 in Yreka so we can discuss Carter Meadows work weekend details before the June 4-8 work event. Consensus was to go ahead and move the meeting to May 29.
- Caralee said she would schedule an audit of 2024 financial records for April 23. Location and time TBD. Gail said she could help. Caralee to find other who can help.

Announcements:

Next Meeting: May 1, Fort Jones City/Community Hall, 7 p.m. Optional dinner at Five Marys at 5:30 p.m.

Adjourn: 7:42 p.m.