

TOP OF THE STATE UNIT – BCHC
Board of Directors Meeting Minutes
Fort Jones City/Community Hall
September 3, 2026
7 p.m.

President Robert Robustellini called the meeting to order at 7:17 p.m.

Officers:

Robert Robustellini (President)
Debbie Bacigalupi (Vice President)
Michele Machado Woods (Secretary)
Caralee Scala (Treasurer)

Directors:

Laurie Robustellini	VACANT	Alan Woods
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Alternate:

Michael Stapleton

Members and Guests: Alison Pick, Aubrey Champlin, Donna Bacigalupi, Gail Lyons, Holly Whitman, Sherry Glendenning, Mathilda Barr, Tammi VanHousen, Barbara Schuyler, Shirley Tickner, Dennis Jensen, JME Essex (phone), Caitlin Chappelle

Administrative:

- Establish Quorum/Flag Salute
- Members sign in sheet with miles
- Guest Speaker: Aubrey Champlin talked about her experience on the Stockmanship & Stewardship and Teen Internship trip with Ascend Wilderness Experience in early August. She talked about the work that the group did on the Stoddard Lake trail (8 teens). The group was joined by packer Sam Burrows from the BCHC Shasta Trinity Unit.
- Additional agenda items: None
- Introduction of Guests: Caitlin Chappelle

Approve Minutes of August 6 Meeting. Caralee moves to approve the minutes, Debbie seconds the motion. Motion passed.

Correspondence:

- On August 18, Robert received an email from the BCHC Executive Committee regarding items from their summer meeting:
 - Rendezvous 2027, if it happens, will be at Diamond Bar Arena in Ceres again. However, no Units have stepped up to help plan this event.
 - The committee voted to hold a statewide fundraiser for Lucky Calendars in 2027. At the next BCHC State board meeting in Hilmar, Units will be receiving a calendar for every member of our Unit. There will be a ticket in each calendar with a drawing 2x a week. Each winner will get put back in the pot to potentially win again. The income from the sales of all calendars will be divided in half between state and units. The more calendars sold the better.
 - New BCHC website does a good job of keeping state leaders names and information hidden from spammers.

- The nominating committee needs YOU! There are few positions on the state board up for grabs starting in Jan 2027: Secretary, VP of Public Lands, and Treasurer.
- On August 18, Michele received an email from CJ Hargreaves asking for photos from our recent trail and campground projects for the 2027 BCHC Lucky Calendars. Michele sent four photos from Carter Meadows and Juanita Lake projects this year.
- State board meeting is October 10 in Hilmar, CA. Lunch will be provided
- Units must attend at least one of the two State BOD meetings. Michele has offered to attend the October 10 meeting to represent on our Unit.

Treasurer Report: Caralee Scala reported that the Checking Balance as of July 31, 2026, was \$16,582.71. No income for August. Expenses were \$150.06 (fuel for Alan's trip to Caribou Wilderness fish plant event). Checking Balance as of August 31, 2026, was \$16,432.65 Bill to pay was \$37.98 to Kathryn Matthews for the GoDaddy domain renewal and protection. Alan moves to approve the Treasurer Report and pay bills and Laurie seconds. Motion carried. Robert talked about how we have resolved the 501c4 report. He talked to Lynn Joiner and got it resolved. As Unit Secretary, Michele signed a letter for the bank to get the signature cards updated.

Committee Reports:

- Education: Debbie Bacigalupi has nothing to report
- Membership: Jennifer Bull reported via email that our membership currently stands at 81 members plus 1 young adult. 25 expired on the list and 15 are from 2025. Michele said that Bill Bradshaw has expressed interest in rejoining.
- Newsletter: Michele Machado Woods will work to get the fourth quarter newsletter out by the end of September. Articles from members are always welcome.
- Insurance: Michele Machado Woods has nothing to report.
- Website: Kathryn Matthews reported via email that her and Ed will be moving at the end of September. She sent the renewal notice for our GoDaddy website account and said this will be the last time she'll be using her credit card to pay for the renewal to GoDaddy. Does the Unit still want or need a web page? There is a way to download and attach the minutes, agenda, and newsletter on Mailchimp. After the renewal the first of September we'll have a year to decide. Need a website to keep for form repository and record keeping.
- Adopt-A-Highway: Michael Stapleton reported via email on August 18 that he has renewed our contract with Caltrans for another 2 years for this program. It can be cancelled at any time if there is no interest in the cleanup events. Michael reported in this meeting that World Cleanup Day is on September 20. There is a group in Etna that may be able to clean up our stretch that day.
- Public Lands: Michael Stapleton/Michael Journey; Michael talked about how he and Betsy cleared the trail between Long Gulch and Trail Gulch lakes, three places where the trail is hard to find, one spot with slick rocks that was a bit dangerous. Robert talked about trying to ride the Fox Creek Lake trail and the brush was too thick at the start of the trail and too many logs. Michael said the trail to Hogan Lake was blocked too. Robert talked about an email from Doug Dollarhide regarding the roadless rule. The email provided talking points from the BCHC perspective and link to where you can make comment.
- Work Parties: Robert Robustellini has nothing new to report. Alison asked if there is any work planned for the PCT south of Grider Creek because the hikers have been complaining about the trail conditions because of the brush. Alison met with Ian Nelson about the conditions of the trail. There was a discussion regarding how to get chainsaws use for trail clearing in the wilderness.
- Agency/Partner Liaison: Michele Machado Woods talked about the East Boulder Lake trail reroute and the logging planned at Deer Mountain that may interfere with our Sept. 12 ride.
- Fish Plants: VACANT, Robert filled in the meeting attendees about how we haven't been able to do fish plants this year.

- Programs and Events: Debbie Bacigalupi asked if we want to do the Christmas party on December 5. Robert to confirm if we have the FJ Hall reserved for that day. Need to think about raffle items.
- Parades: VACANT, nothing to report.
- Scholarships/Education Donation Program: Penny Wells-Thomas not in attendance, nothing to report.
- Trail rides: Michele Machado Woods and Laurie Robustellini, talked about Sept. 12 ride at Deer Mountain and dates for Bacigalupi Ranch ride on Saturday, October 3. Debbie and Donna to confirm the date ASAP. Ride then potluck, BBQ at ranch. Ride around 9:30 a.m.
- Publicity/Social Media: Michele Machado Woods has nothing new to report

Unfinished Business:

- Need to find new board member for the spot vacated by Janice. Asked for any interest at the meeting. No additional action here.
- Unit crosscut saws: Robert reported that we will not pursue getting our Unit crosscut saws back. We can buy more saws from Eric with the Shasta-Trinity NF in Weaverville. Bill Bradshaw brought a Unit chainsaw back to Robert.
- 2025 Audit committee: Caralee said we will review paperwork at the October meeting.
- IRS letter update – Are we are covered under state umbrella? See above in Treasurer report Robert's update. All straightened out.
- Mechanics Bank account update and next steps: See above in Treasurer report.

New Business:

- Future of the Unit and new ideas for events, etc. from members in attendance. Hard to schedule because of busy schedules. Alison suggested events about introduction to packing and introduction to trail etiquette and teaching the public about parking at THs. Public events to teach about equine etiquette. Events where you don't have to bring an animal. Events could be at Alison's shop in Etna. Another mule appreciation day. What are the best ways to reach members with information about events. Find out preferences for how to reach people. Get our schedule out sooner in the year at the March dinner. Mail monthly flyer to let people know what events we'll have. Have meetings around a campfire or at campouts. Switch-up the format of meetings, every other month have a "fun" meeting. Maybe get a survey out to members via mail.
- BCHC State Board meeting in Hilmar on October 10. Michele will represent the Unit at the Oct. 10 meeting. Debbie moves for the Unit to cover the expenses, Michael seconds. Motion carried.

Announcements: None

Next Meeting: October 1, Grenada Fire Hall, 7 p.m.

Adjourn: 9:13 p.m.