

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

President Michele Machado called the meeting to order at 7:00 p.m.

Officers/Directors:

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

Members and Guests: Ashley Adkins, Robert Robustellini, Tammi Van Housen

Administrative:

- Establish Quorum/Flag Salute
- Members sign in sheet with miles
- Guest Speaker: None
- Additional agenda items: Need to find new Committee chairpersons for Insurance, Parades and Volunteer Hours to replace Kelly; Michele will report on BCHC State BOD meeting on Oct. 5 in Corning.
- Introduction of Guests: None

Approve Minutes of October 3, 2024 Meeting: Caralee makes a motion to accept/approve the minutes and Gail seconds the motion. Motion carried.

Correspondence:

- On October 4, Michele sent our volunteer hours and miles information to Shelby Weister, Volunteer and Partner Coordinator with the Klamath Nationals Forest, for the June Carter Meadows work weekend.
- On October 27, BCHC Secretary, Susie Patton, sent the unapproved minutes from the October 5 BCHC BOD meeting to all Unit Presidents. Michele forwarded the Public Lands and Education meeting minutes to Michael Stapleton and Debbie Bacigalupi. Michele also has a folder to give to Debbie regarding items that were discussed during the Education meeting. Debbie asked a question about the BCHC Education Award and whether our Unit usually submits anyone for it. Gail said we have submitted in the past. Debbie will report back more information and ideas at the next meeting.
- On October 28, Michele contacted Sarah Borman, Holly Seibold and Shelby Weister, all on the Recreation team at the KNF, about discovering that the gravel parking lot at the Deer Mountain Snowmobile Park has been paved. Michele asked if it's OK that equestrians park on the pavement as long as we pick up after our horses/mules. Michele also floated an idea for creating an equestrian campground at Deer Mountain. She will keep pursuing this idea if leadership thinks it's a good idea. Consensus was that it's a good idea to pursue the idea for an equestrian campground.

Treasurer Report: Caralee Scala reported that the Checking balance as of September 30 was \$18,235.32. Income for October was \$478.40 (\$103.40 for September dues rebate, \$125 fair booth prize and \$250 for highway cleanup). There were no expenses for October. The Checking balance as of October 30 was \$18,713.72. Bill to pay was \$100 for PCTA Membership. Debbie makes a motion to approve the Treasurer Report and pay bills and Janice seconds the motion. Motion carried.

Committee Reports:

- Education: Debbie Bacigalupi is going to study all of the flyers from the BCHC BOD meeting and come back with ideas.
- Membership: Jennifer Bull reported via email that we have 94 Voting Members and 1 Associate.
- Newsletter: Michele Machado Woods will get a newsletter out by the end of year. Newsletter will include our Unit End of Year report.

- Insurance: Kelly York, not in attendance; there was discussion whether we need to keep this chair. Michele suggested we keep it, if only to have a point of contact for our Unit for any updates for insurance and/or paperwork that comes from the BCHC VP of Insurance.
- Grants: Joe Croteau not in attendance, nothing to report
- Website: Kathryn Matthews not in attendance, nothing to report
- Adopt-A-Highway: Michael Stapleton not in attendance. Gail reported that we had about 7 volunteers at the Oct. 6 clean-up event. Still going to do twice-a-year events.
- Public Lands: Michael Stapleton/Michael Journey not in attendance, no report
- Work Parties: Robert Robustellini reported on meeting with KNF Supervisor, Chris Christofferson, on October 16. Robert reported he talked about logs on trails that were left on trails. Talked about locked gate at Carter Meadows Group Camp, might get a key to campground. Talked about road to Shackelford TH and trees cut off the trail, but one hazard tree was left. Chris said he would get answers for questions. Robert submitted a proposal for clearing trails next year, sending to Scott/Salmon District. Robert asked to have input about trail work. Robert asked about a program for packers to get fees waived if they do trail work, Chris had never heard of this type program and Robert gave him a copy of the trail act. Our involvement has everything to do with Scott/Salmon District and what they want. Asked for trail work with electric chainsaws. Alan talked about how packers won't pack in crosscut saws. Window for chainsaw work won't work because of snow. Waiting to hear back from Scott/Salmon District. Need proposal done before spring. Michele reported on a possible upcoming meeting with KNF Recreation staff to discuss 2025 work.
- Fish Plants: Don Menne not in attendance, nothing to report
- Programs and Events: Debbie Bacigalupi led discussion for full details for Christmas dinner scheduled for December 7. Do we have the Fort Jones Hall reserved? Yes. Can't get in until 1 p.m. to decorate. Need to get a flyer/info out to members and KNF partners ASAP. Need raffle items. Robert will cook a turkey. Caralee will cook a ham. Ask Penny and Keith if they can do a turkey. Happy hour 5:30 and eat at 6:30 p.m. Gift exchange, \$20 and under. Dessert auction and raffle. Need to ask for RSVPs to know how much meat to buy. Debbie will take care of decorations.
- Parades: Kelly York reported via text that the Fort Jones Christmas parade is scheduled for December 14. Our Unit will be carrying flags to start the parade. Kelly to get information to Penny for email to members.
- Scholarships: Penny Wells-Thomas not in attendance, nothing to report.
- Trail rides: Michele Machado Woods and Laurie Robustellini had nothing to report.
- Publicity/Social Media: Michele Machado Woods had nothing new to report.
- 2025 Rendezvous organizing committee: Michele Machado Woods and Robert Robustellini to report on plans in progress.
 - Michele gave out voting sheets to help decide TrailMeister free clinics at Rendezvous. She also talked about how we're planning a cinch making clinic (paid clinic).
 - Need to start thinking about "Unit specific" or "area specific" raffle items and baskets to donate for Friday/Saturday night dinners at Rendezvous. Can also donate new or clean, lightly used tack for Friday raffle.
 - Michele has raffle tickets for two large items to be awarded on April 12 (catered pack trip and \$500 Bass Pro gift card).
 - Need to contact local FFA leaders regarding assembling teams for HS packing education/competition. Can Debbie lead this? Which members can mentor/prep FFA kids before competition? Consensus was we need more details before we reach out to local FFA leaders.
 - Scott Essex, DVM, has agreed to be a vet clinician at Rendezvous. He will do talks about equine dentals. Vet classes will run about 45 minutes each.
 - Packing classes and demos, four sessions, 1 on Friday, two on Saturday and 1 on Sunday.
 - All education is free.

Unfinished Business:

- First aid/CPR training? Still need to schedule with Teri a training this Fall or next Spring. Can we get this scheduled this winter so members getting saw training this month with Dan Chartier can get CPR/First Card taken care of as well? Robert to look at date in January or early February.
- Michele reported on event with Fenja Konigsmann, EDO, where she did an in-person demo event for equine osteopathy on November 3. Event had about 15 attendees and demo was well received. Will try to schedule more education events like this one.

- Need confirmation of board members staying on or nominations to fill vacant spots:

BCHC Top of the State Board Members 2023-2025

Officers:	Name	Term Expires
President	Michele Machado Woods	2024 Will return
Vice President	Debbie Bacigalupi	2024 Will return
Secretary	Alan Woods	2024 Will return
Treasurer	Caralee Scala	2025

Directors:	Term Expires
Kyle Adkins	2025
Sandy Mason	2025
Laurie Robustellini	2025
Janice Rushton	2025
Kelly York	2024 Will not return , Tammy may be interested

Alternates:	Term Expires
Gail Lyons	2024 Will continue for one more year.
Michael Stapleton	2024 Confirmed via email that he will return as an Alternate

New Business:

- Michele purchased three awards prior to cancelling the Oct. 26 Obstacle Course event. She will donate the items for raffle items at the Christmas dinner.
- We have a least two members possibly attending chainsaw certification in Cottonwood on Nov. 18 and 19. Can we cover fuel and hotel stay if needed for these members? Janice makes a motion to cover hotel and fuel, Laurie seconds. Motion carried.
- Will need to confirm Unit Officers at December meeting.
- Michele needs to know if additional leadership members would like to attend the 2025 Wilderness and Primitive Trails Summit on Thursday, January 9, in Eureka. This is a meeting of all Northern California and some Southern Oregon trail work non-profits, the PCTA, and local FS agency partners to talk about future work and collaboration opportunities. Ashley and Kyle are interested in going. Robert is interested in going. Michele will forward info to Kyle, Robert and Michael Stapleton.
- Need to get new Committee chairpersons for Insurance, Parades and Volunteer Hours to replace Kelly. Debbie and Michele may need to tag team on Volunteer Hours.
- Michele reported on BCHC State BOD meeting on Oct. 5 in Corning. Only big discussion at the state BOD meeting was the membership dues increase.

Announcements: Janice talked about rabies clinic in Yreka

Next Meeting: December 5: Board of Directors Meeting, 6:30 p.m., Natalee Thai (**CHANGED to Casa Ramos**), Yreka

Adjourn: 8:15 p.m.