

TOP OF THE STATE UNIT – BCHC
Membership Meeting Agenda
Fort Jones City/Community Hall
March 6, 2025
7 p.m.

President Michele Machado called the meeting to order at 7:01 p.m.

Officers:

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

Directors:

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

Alternates:

Gail Lyons ~~Michael Stapleton~~

Members and Guests: Robert Robustellini, Ashley Adkins

Administrative:

- Establish Quorum/Flag Salute
- Members sign in sheet with miles
- Guest Speaker: None
- Additional agenda items: None
- Introduction of Guests:

Approve Minutes of February 6 (February 13), 2025 Meeting: Gail moves to approve the minutes and Caralee seconds the motion. Motion carried.

Correspondence:

- On February 13, BCHC Secretary, Susie Patton, sent an email to Michele asking for assistance in getting the sam.gov number our Unit previously received. BCHC is shutting down this sam.gov account and creating a new one that all Units can use. This was a matter that was voted on and approved at the BCHC Spring BOD meeting in Bakersfield.
- On February 16, BCHC Secretary, Susie Patton, sent to all BCHC Presidents and Secretaries the updated BCHC C-4 Bylaws and the new Anti-Harassment Policy approved at the February BCHC BOD meeting in Bakersfield. Susie urged Units to review the bylaws and review our Unit bylaws, as necessary, to make any needed updates.
- On February 26, Michael Kauffmann from Bigfoot Trail Alliance reached out to Michele to inquire if any of our members who pack would be able to assist with a pack trip into Long Canyon in the Trinity Alps in July. Michele forwarded the email to Robert Robustellini for consideration. Duane is reviewing the opportunity and will reach out to Michael if he has any question. Robert doing research on the state of the trail to get more information. Need 4-6 mules.

Treasurer Report: Caralee Scala reported that as of January 31, 2025, our Checking balance was \$18,785.56. Income for January/February was \$47.24 (dues rebate). Expenses for January/February were \$487.13 (\$61.75 for postage stamps, \$70.59 for BCHC board meeting hotel, \$59.79 for BCHC board

meeting meals, \$85.00 for tax return prep, \$150.00 for City of Fort Jones hall rental for five board meetings and \$60.00 for City of Fort Jones hall rental for St. Patrick's Day dinner). Checking balance as of February 28, 2025, was \$18,345.67. Bills to pay for February were \$76.77 to Alan Woods for fuel to Cottonwood (round trip) for BCHC board meeting for Michele Woods, and \$688.76 to Michele Woods for youth pack team shirts. Kyle moves to approve increasing Rendezvous pack team budget to \$850 from the previous \$500. Laurie seconds the motion. Motion carried. Gail moves to approve the Treasurer Report. Laurie seconds the motion. Motion carried.

Committee Reports:

- Education: Debbie Bacigalupi not in attendance; nothing to report.
- Membership: Jennifer Bull reported that we have 90 Voting Members and 1 Associate. We have 2 new members, Alison Pick and Aubrey Champlin. Four expiration letters went out in March 3 mail.
- Newsletter: Michele Machado Woods will get a newsletter out by the end of March. Jennifer Bull asked to have her and Joe's numbers removed from the Evacuation Help list of phone numbers. Need to do an audit of those numbers to ensure everyone listed are still members.
- Insurance: Michele Machado Woods requested and received proof of insurance form from BCHC VP of Insurance, Jamie Wilson, for the BCHC Rendezvous Trail Obstacle Course event per request from CSHA.
- Grants: Joe Croteau nothing to report. Gail asked if we should cross of this chair. Consensus was to cross it off.
- Website: Kathryn Matthews not in attendance; nothing to report
- Adopt-A-Highway: Michael Stapleton texted that he will send out a date soon for a Spring highway cleanup, likely in April or May.
- Public Lands: Michael Stapleton/Michael Journey not in attendance; Michele talked about losses at KNF recreation crews.
- Work Parties: Robert Robustellini talked about Carter Meadows and the dates are June 4-8.
- Fish Plants: Don Menne; Robert talked to Don and called the CDFW and there are no fish plants planned for this year; all work is in limbo.
- Programs and Events: Debbie Bacigalupi not in attendance; Michele will reach out to Debbie regarding decorating for March 15 dinner; we have 31 RSVPs as of March 6. Should be getting more from the youth packing teams; Robert won't be home during the day on March 15 to help with setting up. Gail has the key to hall for March 15. Gail offered to get cooking gear, utensils, etc., out of the Unit trailer. Caralee will buy the corned beef, cabbage and carrots and get them to Penny and Keith.
- Parades: VACANT
- Scholarships: Penny Wells-Thomas not in attendance; nothing to report. Michele emailed Penny in late February to let her know we are not giving a scholarship this year.
- Trail rides: Michele Machado Woods and Laurie Robustellini nothing to report.
- Publicity/Social Media: Michele Machado Woods nothing new to report.
- 2025 Rendezvous organizing committee: Michele Machado Woods and Robert Robustellini to report on plans in progress
 - Event packet is available on TOS website and on BCHC website.
 - Unit table decoration for Saturday night dinner, need volunteer(s) to do this; Gail has offered to lead this effort. Need a cardboard quality sign at least 12-14" long that says "Top of the State Unit, Not for Sale".
 - Rendezvous raffle tickets will be available for purchase at our Unit potluck dinner on March 15.
 - We have two youth packing teams (4 youth on each team) formed for the Youth Packing Competition. The teams practice each Sunday from 10 a.m.-2 p.m. at Pat Hayes' ranch in Yreka. Michele will send in registration packet on behalf of our Unit to reserve four tent

- camping spots for the team and their families. Michele and Jamie Essex will order western shirts for the youth packers and Essex Veterinary has agreed to sponsor the embroidery cost to get the shirts customized. **NEW:** We ordered 13 Ariat western shirts for a total of \$688.76 (8 shirts for youth and 5 for coaches). Tent spots at Rendezvous are \$20x4 for two nights for a total of \$160. Michele would like to request an increase of our voted on \$500 budget to \$850 to cover the cost of the shirts and tent spots. For reference, \$850 + \$150 (approved amount to donate for Collegiate Packing competition prizes) equals the \$1000 we would have normally awarded for a high school scholarship. We can make back this \$1000 with proceeds from the March 15 dinner and/or other fundraising activities this year. Alison Pick bought knives for each of the youth team members, per the request of Jamie and Vose Hayden. Make it part of their uniform. Vose wants to take the youth teams into the mountains after the competition. April 6 we will do a trail ride with the teams to practice their packing skills. Will do lunch during the ride. Others can drive to spot where we will have lunch.
- Last Rendezvous planning meeting is March 15 at the Rolling Hills Equestrian Center in Corning.

Unfinished Business:

- Board of Directors vacancies; any ideas on how to fill? Have two openings. Ashley Adkins has confirmed that she would like to join the board. Laurie makes a motion to accept the nomination of Ashley to join the BOD. Caralee seconds the motion. Motion carried.
- First aid/CPR training? Terri can't help because she's on call 24 hours a day. Robert checked with Darrell Frost and COS. Darrell Frost charges \$30/person. Scheduled with Darrell Frost for April 5. May have few people from KNF and S-T Unit. Kyle moved to pay for up to 10 Unit members for CPR/First Aid training. Ashley seconds the motion. Motion carried. Session would start at 9 a.m. to 2 or 4 p.m., Covenant Chapel, 200 Greenhorn Road in Yreka. Michele will get an email out to members, chainsaw sawyers are required to take the course to complete saw card. Will take our AED machine to course. Caralee will give Michele a check at next meeting to pay for members.
- Larry Shuman from the BCHC Shasta-Trinity Unit has confirmed that there are plans for a BCHC North State packing intern for the 2025 season. **Larry has asked if our Unit can match our previous donation of \$2,000 for this intern.** The 2024 intern, Matt Alloway, spent about 30%-40% of his time working on projects in the Klamath National Forest and the expectation for 2025 is the same or more. **Matt will be coming back as an intern for 2025.** If we commit \$2,000, do we want to have a fundraiser to make back the money? Robert talked to Shasta Valley Chainsaw Josh Gomes, also sells guns at that shop. Josh will donate \$500 "gift card" to toward a saw or gun or both. Kyle has a friend who is a fly fishing guide who can donate a trip for two in southern Oregon or Northern California. Need to know what rivers/creeks are the options and what date range. Trip normally costs \$800. Need to get tickets printed for all prizes. Can use Facebook to sell tickets and any other means, including at other events. Can sell to anyone not just members. Michele will find out how much to print tickets. Need to sell at least 300 at \$10 a piece (or 10 for \$90), plus cost of printing. Put both prizes on the tickets and the buyers would choose what they want for the prize when they buy the ticket. All the same color ticket. Caralee moves to move forward with this plan, and Gail seconds. Motion carried.
- Need to get new Committee chairperson for Parades. Michele reached out to Shelly Leisure to see if she's interested and she declined. 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.
- 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.
- Unit member compensation for trail work in 2025: Need additional discussion and **possible vote** on providing some compensation for members who do trail work on public lands.

- BCHA uses the following to calculate worth of volunteer hours; \$0.67 for milage for personal vehicle; \$1.35 for stock hauling; \$35/hour for chainsaw usage; \$125/day for stock use (pack and saddle).
- For fish plants in 2022 or 2023, Robert reported we paid \$1.00/mile for travel and stock use, \$45 for pack/riding animal. The only ones who got paid was the packer and wrangler and pack mules. Past 6 animals, we paid for an additional wrangler. People who ride along don't get paid. Caralee said we had a grant in 2017 to pay for panniers and ice chests. Caralee asked for the minutes date for when we last paid for fish plants.
- Compensation would be allowed **only for Unit organized or authorized work, per our agreement with KNF. Need to determine how to pay out the miles.**
- On February 25, Michele submitted an application for a BCHA Chapter Support Grant application for \$1,000. The application included a Letter of Support from the Klamath National Forest District Ranger, Natalie Kelly. If our Unit wins the \$1000 BCHA grant, our Unit will need to match the awarded amount. Michele will take lead in tracking work and grant money spent for an end-of-year report to BCHA. Will know on approx. April 15 if we win this award.
- Will table this discussion until we know if we got the BCHA grant.

New Business:

- Unit Financial Statement was due to BCHC Treasurer, Lynn Joiner, by February 28. Caralee reported that she sent in the middle of February.
- Michele and Alan have scheduled an Obstacle Course playday at their course on March 22.

Announcements:

Next Meeting: April 3: BOD meeting, 6:30 p.m., Casa Ramos, Yreka

Adjourn: 8:28 p.m.