TOP OF THE STATE UNIT – BCHC
Board of Directors Meeting Minutes
Grenada Fire Hall
October 1, 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

Alternate:
~~Michael Stapleton~~

Members and Guests: None

Administrative:
- Establish Quorum/Flag Salute
- Members sign in sheet with miles
- Guest Speaker: None
- Additional agenda items:
    - Erica Fruiht has 6-8 pieces of artwork that previously belonged to Rebecca Richmond. Rebecca's brother gave the artwork to Erica's friend, Vicky, with the instructions that the artwork go to our BCHC members. Let's discuss if these items will be OK for raffle items at our Christmas potluck.
    - AED machines each have an expired electrode pad that is making the machine beep. Need to discuss purchasing a new electrode pad; prices online range $85-$88 plus shipping and tax.
- Introduction of Guests: None

Approve Minutes of September 3 Meeting. Debbie moves to approve the minutes and Alan seconds. Motion carried.

Correspondence:
- On September 10, Robert received an email from BCHC Secretary Anna Baglione announcing that each BCHC member will receive on free entry for a chance to win a "green" piece of John Deere equipment valued at up to $7,500. Program is through BCHA. Drawing will be September 30, 2026.
- On September 10, Robert received an email from BCHC Secretary Anna Baglione with the October 9-10 BCHC State Board of Director meeting 30-day notice. Email with all meeting information and attachments was forwarded to Michele for her review before attending the meeting as our Unit Director.
- On September 15, Danika Carlson, Acting District Ranger for the Klamath National Forest Salmon/Scott River Ranger District, reached out to Robert and Michele regarding a fuels reduction and vegetation management project called the South Fork Project. The project includes the Carter Meadows group site, interior trail system, Hidden Horse Campground, Trail Creek Campground, and the rest of the Carter Loop dispersed campsites and trailheads. Danika has invited our Unit leadership to meet with her and KNF staff to go over plans for this project, including looking at maps and reviewing the project proposal. Michele has scheduled a meeting for 3 p.m. on October 2 in Fort Jones with Danika. Alan will also attend the meeting. Robert will attend as well
- Robert had no other items to report from email.

- Robert reported that we received a letter from the Fort Jones Hall requesting that we prove that we paid for the hall rental in 2025. Robert will take paperwork in on Oct. 2 to get it straightened out.

Treasurer Report: Caralee Scala reported that our Checking Balance as of August 31, 2026, was $16,432.65. Income for September was $16.00 (August dues rebate). Expenses for September were $38.18 (GoDaddy annual web renewal). The Checking Balance as of September 30, 2026, was $16,410.47. Bills to pay for September were $88.18 to Michele Machado Woods for office supplies and $91.92 to Robert Robustellini for food for the Bacigalupi Ranch group ride. Laurie moves to approve the Treasurer Report and pay bills. Alan seconds the motion. Motion carried.

Committee Reports:
- Education: Debbie Bacigalupi nothing to report.
- Membership: Jennifer Bull reported via email that we have 84 current members, including 1 young adult. Several renewal letters were sent out to expired members. 25 expired and 7 expiring, need to remove the EXPIRED members from 2025. We gained one new member, Desiree Hardin, at the Deer Mountain group ride.
- Newsletter: Michele Machado Woods sent it to Kathryn, but it hasn't been uploaded to the website. Posted on Facebook.
- Insurance: Michele Machado Woods nothing to report
- Website: Kathryn Matthews not in attendance, nothing to report
- Adopt-A-Highway: Michael Stapleton reported via email that he plans to hold the next Highway Cleanup in April 2027. If there is no real interest in continuing the Highway Cleanup, the Scott River Watershed Council is willing to take over this section of Highway 3.
- Public Lands: Michael Stapleton/Michael Journey; Michael Stapleton reported via email that there is no new news. Roadless Rule comment period to end Oct. 6.
- Work Parties: Robert Robustellini nothing to report
- Agency/Partner Liaison: Michele Machado Woods reported that she sent our volunteer hours and miles driven to Shelby Weister with the KNF for our projects in the forest this year.
- Fish Plants: VACANT, Robert reported that after first of year, we'll ask the Mount Shasta fish hatchery if we can do fish plants.
- Programs and Events: Debbie Bacigalupi, we do have the hall reserved for Dec. 5 for the Christmas, can get in there after 1:30 p.m. to set up. Michele has a bunch of Xmas decorations to donate. Unit will do a turkey and ham and potluck for the rest. Robert will cook the turkey, and Caralee will do the ham. Gift exchange and raffle. Need a RSVP.
- Parades: VACANT, nothing to report.
- Scholarships/Education Donation Program: Penny Wells-Thomas nothing to report.
- Trail rides: Michele Machado Woods and Laurie Robustellini; Michele reported on Deer Mountain ride, 11 riders and Robert, Alan and John Machado handed out cards; group talked about plans for Oct. 3 Bacigalupi Ranch ride and potluck lunch. Robert purchased hamburger buns, condiments, bowls, plates, utensils, cups, and a cake with photos. Robert will donate the hamburger and cheese. Michele and Alan will bring tomatoes. Ride to leave at 9:30 a.m. Michele reported that the Obstacle Course event is on Oct. 24.
- Publicity/Social Media: Michele Machado Woods nothing new to report

Unfinished Business:
- New board member search to replace Janice; voting for new board members scheduled for November 5 meeting. Nothing new to report.
- 2025 Audit committee: Caralee brought paperwork to review at this meeting. She reported that the audit was done before this meeting. Robert read the report and reported that Michele and Alan signed. Debbie moves to accept the Audit report and Laurie seconds the motion. Motion carried.
- Mechanics Bank account update, Robert said it's all set up and ready for use.
- Follow-up from September meeting discussion for new events, future of Unit. Robert talked about the idea to do the seminars in Etna for hikers, equestrians and other trail users. Talked to the KNF about signs showing how equestrians have right of way. Talked about maybe doing a seminar in Mount Shasta for bike audience. Brought up the idea from the last meeting about having an estate planning workshop. Donna Bacigalupi has a

contact for this type of event. Robert suggested having another guest speaker to talk about the class A license for trailer pulling. Robert talked having an event to talk about maintenance of trailers. Laurie suggested asking Scott Essex to do another vet related talk, maybe with a live animal at a Spring tune up day or Mule Appreciation Day. Could have a farrier teach a basic feet trimming class.

New Business:

- Michele discussed items on the BCHC State BOD meeting agenda that may be important to our Unit
    - New Business agenda item, **Article V Section 1—Fundraising for the State Discussion**. No clue what this is because no handouts with information were provided ahead of time. Michele will report back on this discussion at the November meeting.
    - Will ask to get clarity on Education grants and what is eligible and what isn't. Would like to apply for a small grant to fund our public educational clinics being discussed for next year
    - Will ask about why Wilderness Rider classes are so expensive
    - Will ask about some items appearing on the Ed Fund financial report
    - Will be bringing home approximately 85 "Lucky" calendars that we will need to sell to support BCHC State fundraiser; will send out more information after the state meeting and will need help selling these calendars
- Erica Fruiht has 6-8 pieces of artwork that previously belonged to Rebecca Richmond. Rebecca's brother gave the artwork to Erica's friend, Vicky, with the instructions that the artwork go to our BCHC members. Items will be OK for raffle items at our Christmas potluck.
- AED machines have an expired electrode pad that is making the machines beep. Discussed purchasing a new electrode pad; prices online range $85-$88 plus shipping and tax. Debbie moves that we purchase two packages of electrodes, Caralee seconds. Motion carried. Michele will purchase the pads.

Announcements: Robert talked about a conversation he had with the KNF about Hidden Horse CG maybe getting new pipe corals and what size the corrals should be. Will learn more at our meeting Oct. 2 when we talk about Carter Meadows timber harvest project.
Next Meeting: Membership Meeting, Fort Jones City Hall/Community Center, November 5, 7 p.m.
Adjourn: 8:17 p.m.