

TOP OF THE STATE UNIT – BCHC
Board of Directors Meeting Minutes
Natalee Thai Restaurant, Yreka
October 3, 2024
6:30 p.m.

President Michele Machado called the meeting to order at 6:31 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: Teri Arrwood (Etna Ambulance), Jerry Bacigalupi, Robert Robustellini

Administrative:

- Establish Quorum/Flag Salute
- Members sign in sheet with miles
- Guest Speaker: Teri Arrwood from Etna Ambulance gave us AED training on our new machines. She said all AEDs are about the same, anyone can use them. She discussed all of the accessories that came with our AED, machines will do self tests everyday, batteries last for five years. She showed us how to remove the battery to put in a new one. Machine tells you everything you need to know, the packaging shows where to put the pads on the chest, can be used on children. AED will check if there is a heartbeat, machine will continue to speak instructions and steps will be obvious. Teri talked about “battle wrap”, can get on Amazon, pressure wrap/dressing, can be used as tourniquets, used as a band aid, can be used with gauze, need knife or scissors to cut it.
- Additional agenda items: See below “NEW” items
- Introduction of Guests: See above

Approve Minutes of September 5, 2024 Meeting: Debbie makes a motion to approve the minutes, Caralee seconds, motion carried.

Correspondence:

- On Sept. 16, Michele received an email for BCHC Secretary, Susie Patton, regarding updates to the Public Lands agenda for the Oct. 5 BCHC BOD meeting in Corning. Michele forwarded the email to Robert Robustellini and Michael Stapleton.
- Michele received an email on Sept. 22 from Shasta-Trinity Unit sawyer instructor, Dan Chartier, regarding Dan hosting two saw classes this year. He’s looking to do a class before the first of the year and then another in the spring. He’s getting a lot of interest, but a lot of folks have different work schedules. He asked if we have any members able to attend a two day saw class on a Sunday - Monday? Or during the week? Sunday-Monday would work with enough notice
- Michele received an email from Alicia Deery, Recreation Officer with the Klamath National Forest Happy Camp/Oak Knoll District, on Sept. 24 requesting volunteer numbers and hours for our work at Grider Creek campground and on the PCT near Grider Creek earlier this year. Michele sent the stats for the PCT logout work and forwarded the request to Robert Robustellini for the hours and volunteer numbers for the campground corral build.
- **NEW:** On Oct. 1, Shelby Weister, KNF Volunteer and Partner Coordinator, reached out to Michele for use to send our volunteer hours, etc, for all projects in the Scott-Salmon District this year. Michele will send next week.

Treasurer Report: Caralee Scala reported that the Checking balance as of August 31, 2024, was \$16,262.08. Income for September was \$1,973.24 (\$14.24 for dues rebate, \$1959 for BCHC Ed funds for 2 AED machines). There are no expenses for September. The Checking balance as of September 30, 2024, was \$18,235.32. Debbie moves to approve the Treasurer report and Kyle seconds. Motion carried.

Committee Reports:

- Education: Debbie Bacigalupi said the Museum Days folks missed us at the fall event. Should think about it for next year. Caralee talked about an after-school program on Oct. 23 that may be an opportunity.
- Membership: Jennifer Bull reported via email that we have 95 Voting Members and 1 Associate.
- Newsletter: Michele Machado Woods sent out the fourth quarter newsletter at the end of September.
- Insurance: Kelly York not in attendance, nothing to report.
- Grants: Joe Croteau not in attendance, nothing to report.
- Website: Kathryn Matthews not in attendance, nothing to report.
- Adopt-A-Highway: Michael Stapleton reported via email that he is looking for a few more people for October 6 clean-up event. Sandy, Gail and John are already going.
- Public Lands: Michael Stapleton/Michael Journey not in attendance, nothing to report.
- Work Parties: Robert Robustellini reported that he contacted the KNF to meet with Oct. 16 with new forest supervisor Chris Christofferson. Chris can't make Nov. 7 meeting because of prior commitment. Robert is going to propose a test to use electric chainsaws to clear trails, packers who clear trails should be exempt from paying packing fees. Michele talked about the Long Gulch pack in with Bigfoot and Ascend Wilderness trail workers.
- Fish Plants: Don Menne not in attendance, nothing to report.
- Programs and Events: Debbie Bacigalupi talked about date for Christmas party on Dec. 7. Debbie to talk to Kelly about reserving the Fort Jones hall.
- Parades: Kelly York nothing to report. Need to know when the Fort Jones Christmas parade is this year.
- Scholarships: Penny Wells-Thomas not in attendance, nothing to report.
- Trail rides: Michele Machado Woods and Laurie Robustellini: Michele talked about how we had 14 riders at Deer Mountain ride. Jerry said we can do a ride at his ranch. People can stay at the ponds while others are riding.
- Publicity/Social Media: Michele Machado Woods has nothing to report.
- 2025 Rendezvous organizing committee: Michele Machado Woods and Robert Robustellini to report on plans in progress; next meeting is on Oct. 5 in Corning. Michele sent sponsorship form and advertising form to all Unit leadership to help with getting local sponsors and advertising. Robert gave sponsorship form to Five Marys, Denny Bar and Meeks Lumber. Meeks may donate something for the auction. **NEW:** possible TOS Unit mentoring and sponsorship for Etna/Yreka FFA/4-H high school age teams for 2025 Rendezvous High School packing competition. Jean Wood for Yreka FFA and Kelly Hargot for Etna FFA (look it up).

Unfinished Business:

- First aid/CPR training? Let's talk to Teri about scheduling a training this Fall or next Spring. No date set yet. Will continue to work on this.
- Annual Spooktacular Obstacle Course event is scheduled for Oct. 26 at the Machado Ranch. Michele and Alan will talk about possible new format and budget. \$135 for custom cinch certificate for raffle (Lori Luddon), approximately \$185-\$200 for porta-potty rental (per last year); ~\$200 for prizes. Proposed budget of \$550. Not buying food this year. Kyle motions to approve the proposed budget and Sandy seconds. Motion carried.

New Business:

- Michele has scheduled with Fenja Konigsmann, EDO, an in-person demo event for equine osteopathy for November 3. The event is free and open to the public. Will be at 2 p.m. at the Machado Ranch in Big Springs.
- By November BOD Membership meeting, need confirmation of board members staying on or nominations to fill soon-to-be vacant spots:

BCHC Top of the State Board Members 2023-2025

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

Directors:	Term Expires
Kyle Adkins	2025
Sandy Mason	2025
Laurie Robustellini	2025
Janice Rushton	2025
Kelly York	2024

Alternates:	Term Expires
Gail Lyons	2024
Michael Stapleton	2024

Announcements: Gail is going to talk to Sherry Glendenning about a get well card for Dr. Essex.

Next Meeting: November 7: Membership Meeting, 7 p.m., Fort Jones City Hall/Community Center

Adjourn: 7:45 p.m.