

TOP OF THE STATE UNIT – BCHC
Board of Directors Meeting Minutes
Grenada Fire Hall
April 2, 2026
7 p.m.

President Robert Robustellini called the meeting to order at 7:19 p.m.

Officers:

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

Directors:

Laurie Robustellini ~~Janice Rushton~~ Alan Woods

Alternate:

~~Michael Stapleton~~

Members and Guests: None

Administrative:

- Establish Quorum/Flag Salute
- Members sign in sheet with miles
- Guest Speaker: No
- Additional agenda items: Unfinished business: Updated bylaws, will be ready for May meeting review and approval
- Introduction of Guests: None

Approve Minutes of March 5 Meeting. Caralee moves to approve the minutes. Debbie seconds. Motion carried

Correspondence:

- Robert checked the mailbox and there was nothing

Treasurer Report: Caralee Scala reported that our Checking balance as of February 28, 2026, was \$15,786.72. Income for March was \$106.50 (February membership dues rebates). Expenses for March were \$447.51 (\$86.00 to Donna Bacigalupi for pizza for bylaws review meeting; \$180.00 donation to BCHC Rendezvous auction; \$70.94 to Caralee Scala for St. Patrick's Day dinner food and supplies; \$110.57 to Penny Wells for corned beef for the St. Patrick's Day dinner). Checking balance as of March 31, 2026, was \$15,445.71. St. Patrick's Day dinner earnings were \$882.00 (\$335 for dessert auction; \$230 dinner fee for 46 people; \$317 for raffle). Expenses for the dinner were \$241.51 (\$181.51 for food and supplies and \$60.00 for the hall rental). After expenses we netted \$640.29 from the dinner. Alan moves to approve the Treasurer report. Laurie seconds. Motion carried.

Committee Reports:

- Education: Debbie Bacigalupi talked about the fair booth for the June 24-28 fair, entries are due by June 5. Debbie would like to do the booth again, can partner with Outfitters Legacy Project, or they can enter themselves. Will need help, usually Robert and Caralee help. Theme is "June Nights Under Stars and Stripes." June 10-19 to do set-up. Caralee moves that we do a fair booth, Michele seconds. Motion carried. Agriculture Awareness Day, no additional volunteers, email went out to members but no response yet. June 4-5, Mike Ensley who gives talks about wolves, is doing workshop in Montague on preparing cattle for wolves. Free event that includes lunch. One day will be for riding horses, working with cattle at Martin Ranch.

- Membership: Jennifer Bull reported via email that we currently have 90 members plus 1 young adult member. Five letters were sent out April 1 for expired memberships.
- Newsletter: Michele Machado Woods sent out second quarter newsletter. Michele will mail a printed copy to Dennis Jensen. Michele spoke about winning second place for the BCHC journalism award.
- Insurance: Michele Machado Woods nothing to report
- Website: Kathryn Matthews nothing to report
- Adopt-A-Highway: Michael Stapleton nothing to report
- Public Lands: Michael Stapleton/Michael Journey nothing to report
- Work Parties: Robert Robustellini reported about working on Mill Creek Ranch to clean up trails and put in a culvert. Clearing needs to be down on the trails. Looking to coordinate with OLP with their veterans, need to set up a date. Alan said let's just go do it instead of trying to coordinate with a larger group. Needs to be done in the next six weeks. KNF put out a FB post that they cleared the trail to Marble Valley cabin.
- Agency/Partner Liaison: Michele Machado Woods
 - Klamath National Forest Volunteer Service Agreement fully signed and approved on March 26
 - Grider Creek work on the PCT with PCTA on March 13 – Alan talked about how the crew cleared about 4 miles, more than 20 logs with two chainsaw sawyers, Alan and Jeff McCabe. PCTA crew did brushing and other trail maintenance.
 - Michele to follow up with Tammy in the Goosenest Ranger District office regarding setting a date for Juanita Lake CG work, more to come
 - KNF idea for our riders to go to Wilderness lakes to help with general LNT clean-up; need to get email out to members asking for interest; need to send email to Adam to see if he is aligned with idea
 - Carter Meadows is June 3-8. Need to do some recon to see what the snow depth is at the summit and at the campgrounds.
- Fish Plants: VACANT
- Programs and Events: Debbie Bacigalupi nothing new to report.
- Parades: VACANT
- Scholarships: Penny Wells-Thomas; discussed at last meeting about changing this chair to “Education Donation Program”. Do we want to discuss more? Will table till we have more people at meeting.
- Trail rides: Michele Machado Woods and Laurie Robustellini. Debbie said Jerry has an idea for another ride at their ranch. Cancelling the playday at Mill Creek Ranch on April 4. Michele and Alan talked about how we had very poor attendance at our March 28 obstacle course practice.
- Publicity/Social Media: Michele Machado Woods nothing to new report.

Unfinished Business:

- IRS letter update – We are under the BCHC state umbrella. Unit non-profit status needs to be confirmed with BCHC.
- Mechanics Bank account signatories update, need to stay the same for now. State said we are not a non-profit organization because some paperwork is not filled out. Need to find out from BCHC regarding EIN numbers.
- 2026 Budget: Caralee provided 2026 Unit budget for review at the March 5 meeting. Need to vote to approve at this meeting. No additional questions. Debbie moves to approve the budget, Laurie seconds. Motion passed.
- Jefferson State Expo, April 11-12: Talked about what we're going to feature in our “booth” and who will be there to help each day. Set-up day is Friday 2-6 p.m. or Saturday 7-10 a.m. Event starts at 10 a.m. on Saturday and Sunday. OLP youth will be there doing demos. Will have a corral with two equine. Pack bags to challenge public to balance packs. Robert showed all the flyers and LNT items we can have available for the booth. Michele will bring easels and cork boards. OLP to let us know who will be there and what they will bring, can put up a wall tent for display. Robert will go over on Friday to start set up. Caralee asked if we still have a TV to show videos.
- Michele gave update on submitted BCHC Education Grant application for a joint project/program with Ascend Wilderness Experience, Shasta-Trinity Unit and Outfitters Legacy Project youth packers. Grant was going to help fund an August 3-9 Stockmanship and Stewardship Teen Internship Trip to Stoddard and Doe Lakes in the Trinity Alps Wilderness. We didn't get the grant because we asked for compensation for staff

and teen stipends. Application guardrails were vague and didn't disclose what was not allowed. Michele will do more research and reach out to BCHC Education chairs before submitting another grant application.

- 2025 Audit committee: Kathryn, Gail, Janice. Caralee to schedule time and place. No time or date yet.
- Bylaws updates: Michele will have updated bylaws for review and approval at May meeting.

New Business:

- June meeting: Do we want to schedule our June meeting for the end of May (May 28) to make final plans for Carter Meadows? If so, can we have it at the Grenada Fire Hall? Calendar is open to use Grenada Fire Hall. Caralee moves to have the June meeting on May 28, Laurie seconds. Motion carried. Replaces June 4 meeting.
- Awards our Unit won at Rendezvous: 2025 Unit Top Hand Award was JME Essex, we won a Unit Education Award (\$150) and second place for the Max and Irene Cochran Journalism Contest.
- Outfitters Legacy Project Young Mule Co. may be planning a local mule day instead of going to Bishop Mule Days, may use the \$1000 that we voted for Bishop Mule Days for this event instead

Announcements:

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

Adjourn: 8:26 p.m.