

TOP OF THE STATE UNIT – BCHC
Board of Directors Meeting Minutes
Casa Ramos Restaurant, Yreka
February 13, 2025 (New date for Feb. 6 meeting due to weather)
6:30 p.m.

President Michele Machado called the meeting to order at 6:32 p.m.

Officers:

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

Directors:

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

Alternates:

~~Gail Lyons~~ ~~Michael Stapleton~~

Members and Guests: Wes Chancellor (for dinner only), Robert Robustellini, Ashley Adkins, Zaiden Adkins, Tilly Adkins

Administrative:

- Establish Quorum/Flag Salute
- Members sign in sheet with miles
- Guest Speaker: None
- Additional agenda items: Sandy Mason resigned her BOD position via text on Feb. 3
- Introduction of Guests: None

Approve Minutes of December 5, 2024 Meeting: Caralee moves to approve the minutes and Debbie seconds. No discussion. Motion carried.

Correspondence:

- On January 7, BCHC Secretary, Susie Patton, sent out the meeting agenda and all other relevant paperwork for the February 8 BCHC state Board of Directors meeting. Michele will discuss any relevant topics that were discussed in New Business.
- On January 12, Michele sent to BCHC Secretary, Susie Patton, our Unit's 2024 Year End Report.
- Michele sent by mail our 2024 newsletters to BCHC newsletter editor CJ Hargreaves on January 22 for consideration for the 2024 Max & Irene Cochran Journalism Award contest. Winner will be announced at 2025 Rendezvous on April 12.
- Michele sent in our Unit's 2024 Volunteer Hours to Cindy McMurry on January 23.
- Michele sent our Unit's 2024 Top Hand award nominee to Lynn Joiner on January 25. Winner will be announced at the April 12 dinner at Rendezvous in Corning.
- On January 29, BCHC Membership VP, Chip Herzig, sent to Michele and Jennifer Bull the list of "EXPIRED" members and asked who we can remove from the list. Michele and Jennifer suggested that we remove all members whose membership expired in 2023 be removed and Chip agreed.
- **NEW:** On February 5, Michele received from Shelby Weister, Klamath National Forest Volunteer and Partner Coordinator, our Unit's Volunteer Agreement to be signed. Michele filled out the form on behalf of our Unit and signed it. Shelby sent the KNF signed agreement to Michele on February 13.

Treasurer Report: Caralee Scala reported that our Checking balance as of November 30, 2024 was \$18,680.16. Income for December and January was \$593.40 (\$110 for Christmas party desert auction; \$330 for Christmas party raffle; \$50 for Fort Jones Christmas parade award; \$87.92 for November dues rebate; \$15.48 for December due rebate). Expenses for December and January were \$488 (\$275 for 2 hotel rooms for BCHC Fall board meeting; \$73.47 for BCHC Fall board meeting travel; \$24.96 for BCHC Fall board meeting meals; \$12.45 for Christmas party supplies; \$38.12 for 1 turkey and 2 hams for Christmas party; \$64 for P.O. Box rental). Bills to pay for January were \$210 for 2025 Fort Jones hall rental, \$130.38 for BCHC Spring board meeting expense for Michele Machado Woods, and \$61.75 for stamps purchased by Janice Rushton. Janice moves to pay \$210 for the Fort Jones Hall for the year for meetings and March dinner. Laurie seconds the motion. Motion carried. Laurie moves to pay for Michele's expense for Spring BOD BCHC meeting in Bakersfield at \$130.38. Janice seconds the motion. Motion carried. Laurie moves to pay \$61.75 for stamps provided by Janice for Unit business. Kyle seconds the motion. Motion carried. Debbie moves to approve the Treasurer Report, Laurie seconds. Motion carried.

Committee Reports:

- Education: Debbie Bacigalupi has nothing to report.
- Membership: Jennifer Bull reported via email that as of January 31, we have 92 Voting Members and 1 Associate member.
- Newsletter: Michele Machado Woods will get out next newsletter by the end of March. Caralee reported that we need to drop Etna Hardware from advertising in the newsletter.
- Insurance: Michele Machado Woods, nothing new to report from Spring State BOD meeting.
- Grants: Joe Croteau not in attendance nothing to report.
- Website: Kathryn Matthews nothing new to report
- Adopt-A-Highway: Michael Stapleton not in attendance, no new date for Spring
- Public Lands: Michael Stapleton/Michael Journey not in attendance; nothing to report
- Work Parties: Robert Robustellini Michele Machado Woods reported on meeting with KNF recreation team on Jan. 13; KNF is giving Unit 6-10 free hard hats for work parties and chainsaw training; Robert talked about the KNF applying for chainsaw use in Wolly Creek area. Robert delivered letter to each of the rec staff regarding packers and trail work. Email was sent to members regarding sign needs in front country and backcountry. Robert reminded aspiring chainsaw sawyers to bring own PPE to training and certification.
- Fish Plants: Don Menne not in attendance; nothing to report
- Programs and Events: Debbie Bacigalupi and those in attendance talked about March 15 potluck dinner event, same format as we've done in the past, prize giveaway (raffle), dessert auction, 5:00 Happy Hour, 6:00 dinner. Will ask for RSVPs by March 10. Will ask Penny and Keith if they can do corned beef and cabbage/carrots. Charge \$5 for dinner to pay for hall and intern. Will talk more about spring/fall ride and BBQ, possibly schedule in fall at Bacigalupi's ranch.
- Parades: VACANT, nothing to report
- Scholarships: Penny Wells-Thomas; need to discuss if we're going to offer a \$1000 this year, and if so, relevant deadlines. Robert said he's like to fund the S-T intern over giving a scholarship. Alan agrees.
- Trail rides: Michele Machado Woods and Laurie Robustellini nothing to report
- Publicity/Social Media: Michele Machado Woods talked about using the Unit Facebook page to promote Rendezvous events and clinicians.
- 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.

- All members willing to help with Rendezvous need to indicate this on their registration packet and contact Michele and/or Robert to let them know how they can help. Plenty of tasks to help with.
- Unit/area specific baskets for raffle at Friday dinner. Michele has asked Five Marys to donate a basket for Saturday night dinner raffle.
- Members are encouraged to donate handmade or crafts for Friday dinner raffle.
- Unit can present special awards or recognition at Friday night dinner.
- Unit table decoration for Saturday night dinner, need volunteer(s) to do this; Gail has offered to lead this effort
- Youth packing education competition. Jamie Essex is handling forming teams; Vose Hayden taking lead on coaching with Bill and Mary Kleaver as “consultants” Ben Bishop is too busy to help at this time. ACTION ITEM: Can we please vote to at least “sponsor” any teams that Jamie pulls together and buy t-shirts and pay for tent spots (approximately 4 spots at \$20 each for two nights). Jamie will distribute rules and entry forms to team and return entry forms to Michele to order t-shirts. \$25 for t-shirts/ approximately \$500 budget for tents spots and t-shirts. Janice moves that we allow for up to \$500 for t-shirts and tent spots. Laurie seconds the motion. Motion carried.
- Our Unit has been asked to contribute \$150 for cash awards for College Packing competition. Debbie moves that we donate \$150 for College packing competition, and Janice seconds. Motion carried.

Unfinished Business:

- First aid/CPR training? Can we get this scheduled this winter so members getting saw training can get CPR/First Card taken care of as well? Robert still trying to get date in March before saw training.
- 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 is that the 2025 intern would do the same or more. **NEW: 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? Any ideas for a fundraiser? Sell tickets for two prizes (i.e., gun, small smoker pellet grill, meat sampler from Five Marys, spa/hotel stay in Ashland, chainsaw, guided fishing trip, weekend on the coast, ½ cord of Juniper firewood). Robert will talk to Shasta Valley Chainsaw to see about donation or good price for a gas or electric chainsaw. Others will check on other possible prizes. Will discuss more at March meeting.
- Board of Directors vacancies; any ideas on how to fill? Have two openings. Ashley Adkins is considering. Jamie Essex has a friend who is interested too.
- Need to get new Committee chairperson for Parades. Kelly suggested Shelly Leisure. Michele will reach out the Shelly to see if she’s interested.
- Penny Wells-Thomas is pursuing idea to schedule a rattlesnake avoidance event for dogs in 2025.

New Business:

- Michele will report on Primitive Trails Summit that occurred in Eureka on January 9. BCHC was well-represented and well received. It was very motivating to be in the room with other like-minded groups and with Forest Service, PCTA and CCC representatives who are so eager to work with the trail work volunteer groups. 2026 Trails Summit may be a two-day event with a meeting and a field day at a location TBD.
- Unit budget for 2025, discuss and vote to approve. Caralee shared the 2024 profit and loss and the 2025 budget. Caralee talked about the difference between budgets for the two years. Group talked

about a fundraiser to make up the expected budget shortfall. Debbie moves that accept the 2024 profit and loss and the 2025 budget. Laurie seconds. Motion carried.

- Michele reported on topics discussed at the February 8 BCHC Board of Directors meeting in Bakersfield. The biggest one that will affect our Unit is the change in Youth program requirements. BCH members no longer need to have background checks and fingerprints done to participate in youth activities and youth-focused events. BCHC is discontinuing the Youth Membership because the organization can no longer fulfill the requirements to be a youth-focused organization. Instead BCHC will encourage Units to “sponsor” events with youth in cooperation with 4-H, FFA, Scouts, etc. Need a vote at this meeting to cover Michele’s half of hotel (splitting cost with Cindy) and meals. See Treasure report.
- Michele scheduled with Trevor Meyer from Siskiyou Mountain Club (Ashland, OR) classroom and field evaluations for aspiring chainsaw sawyers for March 28 and 29. Trevor can evaluate/certify our members and send paperwork to KNF to get our cards signed. Classroom session would be in the evening and field day would be on a Saturday at a TBD location likely in southern Oregon. We have five members already scheduled for this training. Can take up to three more. Michele will have Penny send out an email to members to see if there is any other interest.
- Unit member compensation for trail work in 2025: Need a discussion and **possible vote** on providing some compensation for members who do trail work on public lands. Proposed compensation structure up for discussion: **NEW:** Michele presented compensation numbers that BCHA uses to calculate worth of volunteer hours; \$0.67 for mileage for personal vehicle; \$1.35 for stock hauling; \$35/hour for chainsaw usage; \$125/day for stock use (pack and saddle).
 - Additional suggestions:
 - Mileage compensation: Example: \$.20/mile round trip (Federal rate for charity work is \$.14/mile). Includes vehicle travel to trailheads and campgrounds **for Unit organized or authorized work** for hiking in for work OR riding in for work (i.e., travel to Grider Creek TH to log out PCT on foot).
 - Chainsaw use **for Unit organized/authorized** trail/campground cleanup work: \$10/hour
 - Stock use **for Unit organized/authorized** work: \$100/day per animal
 - All miles/time/use MUST be thoroughly documented, signed, or approved by work party leader, and turned in within XX days of work. (What have we done for fish plants in the past?)
 - After work is done, Michele will report work, miles/time/use to Klamath National Forest and/or other agency (i.e., PCTA)
 - Definition of “Unit organized/authorized”: Any work formally organized by Unit work party leader(s) or communicated ahead of time to Work Party Leader, Robert Robustellini, and/or President, Michele Machado Woods. Can be communicated via phone/text or email.
 - Discussion at this meeting centered around how to pay for this compensation. BCHA grant would be a possibility to help pay. Michele will look into this grant. Talk more at March meeting. Fish plant compensation would be in May 2024 minutes.

Announcements:

Next Meeting: March 6: Membership Meeting, 7 p.m., Fort Jones City Hall/Community Center

Adjourn: 8:04 p.m.