

TOP OF THE STATE UNIT – BCHC  
Board of Directors Meeting  
Natalee Thai Restaurant, 105 East Miner Street, Yreka  
April 4, 2024  
6:30 p.m.

President Michele Machado called the meeting to order at 6:30 p.m.

**Officers/Directors:**

Kyle Adkins	Sandy Mason	Laurie Robustellini	Michele Machado Woods
Debbie Bacigalupi	Janice Rushton	Caralee Scala	Alan Woods <del>Kelly York</del>
Alternates:	Gail Lyons	<del>Michael Stapleton</del>	

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Members and Guests: Kathryn Matthews, Ed Matthews, Linda Hardy, Shirley Tickner, Ashley Adkins, Robert Robustellini

**Administrative:**

- Establish Quorum/Flag Salute
- Members sign in sheet with miles
- Guest Speakers: None
- Additional agenda items:
- Introduction of Guests: Troy Patton (BCHC VP of Public Lands) and Cindy McMurry (BCHC High Country Unit President) were scheduled to present a BCHC award, but both were unable to attend due to weather and wildfire emergencies in their areas. Michele announced that BCHC voted to award Virgil Hardy with a special recognition award for his leadership and efforts in Public Lands and our Unit Fish Plant program. After the initial announcement, other meeting attendees told stories about Virgil and how he contributed to the Unit and as a friend to many. NOTE: Troy and Cindy traveled to Yreka on April 11 to present the award to Linda Hardy.

Approve Minutes of March 7, 2024, Meeting: Caralee moves to approve the minutes, Janice seconds, motion carried.

**Correspondence:**

- On March 11, Emma Morris from the Siskiyou County Cattlewomen emailed Michele regarding the 29th annual Agriculture Awareness Day on May 16 at the Siskiyou Golden Fairgrounds in Yreka. Michele added Debbie to the email string and Debbie confirmed our Unit would participate again this year. The event will begin at 9:00 a.m. and conclude at 12:15 p.m. with free BBQ lunch after presentations are finished. Kyle and Ashley, Robert, Caralee, and Kathryn offered to help. We agreed to do the panier/pack weighing challenge with the fourth graders again, like last year.
- On March 20, Michele received an email from sawyer instructor Dan Chartier with the Shasta-Trinity Unit regarding sawyer class opportunities in the Shasta/Trinity Counties area. Crosscut classroom and training will be April 9,10 & 11. Chainsaw classroom and certification will be April 20 & 21 or May 18 & 19. Crosscut will be held at Weaverville USFS, possibly the classroom also. The April Chainsaw classroom will be at Dan's barn, and the cut day at the BLM Cloverdale Trail head. The May Chainsaw classroom will be at Dan's barn and the cut day will be up at Preacher Meadows Campground just out of Trinity Center. Call Dan at 530-356-0256 or email [dr.outfittin53@gmail.com](mailto:dr.outfittin53@gmail.com) for more information. NOTE: These opportunities are in addition to the chainsaw class our Unit is planning for the week of May 13 locally.  
**NEW NOTE:** Dan emailed on April 4 to say he has room for 2-3 for the April 20&21 chainsaw class and 1 opening for the April 9,10,11 crosscut class.
- On March 21, Larry Shuman emailed to announce that BCHC North State packing intern/apprenticeship first choice applicant Matt Alloway was offered the position and has accepted.

Treasurer Report: Caralee Scala reported that the Checking balance as of February 29, 2024 was \$17,830.88. Income for March was \$1443.00 (Dues rebate \$76, St. Patrick's dinner dessert auction \$572, St. Patrick's dinner raffle \$775, hat \$15, decal \$5). Expenses for March were \$578.82 (Rendezvous 2024 donation \$200, Oroville

hotel for cancelled leadership training for Michele Machado Woods \$176.12, St. Patrick's dinner food purchased by Caralee Scala (\$202.70). Checking balance as of March 31, 2024 was \$18,695.06. Debbie moves to approve the Treasure report, Sandy seconds. Motion carried.

#### Committee Reports:

- Education: Debbie Bacigalupi spoke about a possible speaker, Bill Simpson, who can talk about wild/feral horses as fire suppression. More information may be needed to see if this is an appropriate speaker topic.
- Membership: Jennifer Bull reported via email that we have 100 Voting members and 1 Associate member.
- Newsletter: Michele Machado Woods sent the second quarter newsletter to Kathryn on April 1. Michele will send at least one story to BCHC state newsletter by April 10 deadline. Will reach out about Rendezvous Journalism award. Gail offered to send newsletters by mail, will get ahold of Jennifer to print. Michele will get list to Gail.
- Insurance: Kelly York not in attendance. No report.
- Grants: Joe Croteau not in attendance. No report.
- Website: Kathryn Matthews reported that we will have a new way of accessing minutes, agendas and newsletters with one click on the emails. All documents will be in one place on the website. She said it will be an easier process for her and users of the website.
- Adopt-A-Highway: Michael Stapleton not in attendance. Gail reported that 5 people have RSVP'd for the Spring cleanup, waiting for 3 more. Cleanup is scheduled for April 7 at 9 a.m. in Etna, Hwy 3.
- Public Lands: Michael Stapleton/Michael Journey not in attendance; nothing to report.
- Work Parties: Robert Robustellini had nothing to report. Michele reported that she and Alan are planning to camp at Grider Creek Campground on April 18-21 to do more Grider Creek PCT log out work. Robert asked that we follow up with Alicia about the corral and whether the work was finished and Michele said they would check the corral when they camp. Carter Meadows work party weekend is scheduled for June 6-9, same work as last year. Robert talked to Elliott about recon.
- Fish Plants: Don Menne not in attendance; nothing to report.
- Programs and Events: Debbie Bacigalupi has nothing to report.
- Parades: Kelly York not in attendance; nothing to report. Etna Rodeo parade is May 5.
- Scholarships: Penny Wells-Thomas not in attendance; Caralee reported we have 2 applicants so far; deadline to apply is April 13.
- Trail rides: Laurie Robustellini reached out to Potts about getting a warm-up riding day at Mill Creek Ranch, April 20 or 27. Will try to get out to Bacigalupi Ranch in May, Laurie and Debbie to scout the trail.
- Publicity/Social Media: Michele Machado Woods reported that she posts to Facebook site as needed, especially when we have events.
- Youth Wilderness Program: Caralee Scala and Kelly York nothing to report; Kathryn suggested we delete this committee. It was discussed that if we plan Youth Program events, we should partner with established organization like 4-H. Laurie asked about Youth memberships and Young Adult memberships. Youth membership is for those ages 12-17 (\$15 fee) and Young Adult is for those age 18-24 (\$15 fee).
- 2025 Rendezvous organizing committee: Michele Machado Woods did not attend the March 16 meeting due to illness; she reported about flyer art that was discussed via email. Michele agreed to help create flyer and calendar for Rendezvous. Next meeting is TBD.

#### Unfinished Business:

- At the April 2023 First Aid/CPR class we learned about the importance an Automated External Defibrillator (AED) machine. We found out from BCHC that we can use Education Fund money (currently \$1957 as of March 2024) to purchase an AED (or two) if we have an "education" event to show all potential users how to use it. This could be accomplished at a monthly meeting or at a special First Aid/CPR event. Need to decide if we want to move forward with collecting prices/options/recommendations to purchase at least one machine.
  - Costs to consider: new machine can vary between \$1400 and \$2500. Refurbished versions cost around \$550-\$1600. We can get a very adequate refurbished version for about \$800. Refurbished versions come with new batteries and electrodes. May also include limited warranties (i.e., 4-year warranties).
  - Lithium batteries last between 2-5 years, depending on manufacturer. Replacement batteries range from approximately \$120 to \$400.
  - All expiration dates are listed on the machines.

- OSHA information: Occupational Safety and Health Administration (OSHA) does not have specific OSHA standards for AEDs in the workplace, but they recommend their presence in certain industries where the risk of sudden cardiac arrest (SCA) is higher. These industries include construction sites, manufacturing facilities, and health care settings. OSHA's guidelines highlight the importance of a written AED program that includes details on AED placement, maintenance, training, and medical oversight.
- Kelly talked to Teri with Etna Ambulance, and she said a refurbished AED will be fine for our needs and recommended we get one (or two) that are rugged enough, yet light enough, to survive in a saddle pack, etc. Michele will follow up with Kelly to get recos on brands that are rugged enough for our means.
- BCHC insurance: Caralee asked if the Unit will we be covered if we have to use the AED at an event. Michele will reach out to state insurance VP to find out.
- Laurie asked about InReach and there was discussion about newer phones that could be used to get help in wilderness; suggested that we put out a flyer to members about ways to reach help with InReach or phones or other devices.
- Janice makes a motion to purchase two refurbished AEDs using Education Fund money, Sandy seconds the motion. Motion carried. Michele to follow up with Kelley, insurance and Lynn Joiner for Education Fund money.
- Robert reported at the November 30 (December), 2023, meeting that he got the proper paperwork for the salvage title from the DMV for the tool trailer. Michele won the "silent auction" bid at the March 16 dinner. She will pay the money due for winning the bid at this meeting and speak to Gail and Robert about next steps about getting the trailer. Need to provide minutes that states that I authorized Robert to get salvage title.
- Did we get the audit done? Will do it on Wednesday, April 10, and report back next meeting.
- First aid/CPR training? Need to get first aid class for anyone who wants sawyer training. Need to get Kyle, Brad and Michael trained to get sawyer cards. Kelly will talk to Teri about getting classes for small number 5 or 6 people. Could do first aid/CPR and AED training at the same time. Robert will contact Teri about what days are available.

#### New Business:

- May and June monthly meetings: Michele is traveling for work on May 2 and will try her best to get to meeting on time. Our Carter Meadows campout is scheduled for June 6-9. Can we move our June meeting to May 30? Consensus is we have June meeting on May 30 in Yreka (Natalee Thai).
- 6-foot folding table that was in the trailer has disappeared. Has one or two holes from where the dutch oven was on it. No one at the meeting knew where it may have gone.

Announcements: None

Next Meeting: May 2, 7 p.m., Fort Jones Community Center/City Hall

Adjourn: 7:40 p.m.