

March 11, 2025

To: Executive Board of Director, Josephine County Sportsman Association (JCSA)

From: Rogue Valley Sporting Clays Club (RVSC); Trap & Skeet Club

Subject: Notice of Concerns: JCSA Financial Irregularities & Procedural Conduct

Dear JCSA Board of Directors,

We are writing to formally express concerns regarding the recent financial consolidation demands made by the JCSA, as well as issues surrounding procedural conduct that have raised significant alarm within both the Rogue Valley Sporting Clays and Trap & Skeet clubs.

At this time, the aforementioned clubs are unable to comply with the request to consolidate financial operations into the JCSA systems, given the material discrepancies and lack of factual support underlying the demand.

Of particular concern is the absence of a viable financial plan that ensures proper tracking, oversight, and protection of sub-club funds. The Oregon Department of Justice/Charitable Activities prescribes clear and specific guidelines for such financial practices, including, but not limited to:

- General ledger accounting that properly categorizes and tracks income and expenses by sub-club
- Monthly reconciliation and examination of all bank statements by an individual who does not sign or issue checks on behalf of the organization
- A formal, written conflict of interest policy that applies to board members, employees, and JCSA members
- Strict controls on the use of credit and debit cards, disbursements, reimbursements, and payroll activities
- Monthly financial reports detailing income and expenses for both the JCSA and each individual sub-club

Additionally, we are troubled by JCSA's failure to adhere to its own by-laws, particularly those set forth in Article XI regarding annual meetings and the nomination of officers. We believe there were significant procedural oversights in the recent appointment of board members, which did not follow the necessary vote and nomination committee requirements.

Finally, we are deeply troubled by the factual misrepresentations made by JCSA Treasurer Christine Lowe. In an email dated January 9, 2025, without prior discussion or JCSA Board of Directors approval, Christine sent this email to all directors:

"This email is to inform you that we have a deadline of February 1st, 2025, to have all sub-club finances transitioned over to JCSA main account. This is not optional. This is MANDATORY."

She followed with another email on January 11, 2025:

"If we are not handling our books as a 501C-4 status should, we are in violation and could lose our non-profit status. Therefore, when the bookkeeper advises me that we must change the way we have been handling our sub-club finances to be compliant with our non-profit status requirements, this is what we must do immediately."

These statements are factually incorrect. There is no legal requirement for this transition, nor is it mandated by any relevant banking or non-profit regulations.

In an effort to resolve these concerns constructively, we respectfully propose the following actions:

1. Review the procedural irregularities related to the recent Board of Director elections and initiate a new election process in full accordance with the JCSA by-laws.
2. Establish a sub-committee tasked with developing a robust financial management plan that includes clear processes and protocols for managing both club and sub-club finances, in compliance with best practices and legal requirements.
3. Issue a formal warning to Treasurer Christine Lowe, affirming that her communication regarding financial matters was made without proper board approval, violating established JCSA procedures.

The Rogue Valley Sporting Clays and Trap & Skeet clubs have made a sincere effort to address these concerns directly with JCSA, but our attempts were met with dismissal and lack of meaningful discussion. Given the potential gravity of these issues, we are prepared to escalate this matter, including seeking review by the Department of Justice through legal counsel.

We hope to avoid such drastic measures and look forward to engaging with the JCSA Board in a transparent and collaborative manner to address these concerns and develop appropriate solutions to safeguard the financial health of our organization.

Respectfully,

Aaron Macpherson, *RVSC-President*

Bill Sumners, *RVSC-Vice President*

Jim Zinser, *RVSC-Range Master*

Chuck Vandever, *RVSC-Treasurer*

Craig Lassen, *RVSC-Secretary*

Chris Schantz, *RVSC-Director at Large*

Walt Murray, *RVSC-Director at Large*

John Wagner, *RVSC-2024 Director at Large*

Gaynor Goth, *T&S-Vice President*

John Pullan, *T&S-Treasurer*