



TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
FINANCE DEPARTMENT

February 20, 2026

Imagination Library
Ann Cranford
anncran@musfiber.com

We have begun the 2026-2027 budget process. In order to be considered for a contribution from Hamblen County, we are requesting certain information from your organization in accordance with Section 5-9-109, *Tennessee Code Annotated (TCA)*.

This year, we are requesting that your documents be submitted electronically to the Finance Department at the following email addresses:

Amanda Hale – ahale@co.hamblen.tn.us
Dennis Fox – dfox@co.hamblen.tn.us

Please provide the following items **electronically**:

- 1) proof of 501(c)(3), 501(c)(4), or 501(c)(6) IRS tax status,
Please note this is a letter from the IRS, not a letter of sales tax exemption from the Tennessee Department of Revenue
- 2) your organization's most current audit or annual report detailing all receipts and expenditures, and
- 3) your organization's most current budget.

Please note that in accordance with State law, the above requested information must be submitted and on file. Noncompliance with this request may prevent your organization from receiving funds. Please understand that this letter does not guarantee that you will receive a contribution. Any contribution requires county commission approval. You may be asked to appear before the Budget Committee on **Saturday, May 16, 2026**, to explain your request. The Finance Department will notify you if the Budget Committee wants to hear from you.

Please return a copy of this letter along with the requested information above to the Hamblen County Mayor's office by **Monday, March 23, 2026**. If you have any questions, please feel free to contact me.

Sincerely,

Amanda Hale

Amanda Hale
Hamblen County Finance Director

2025-2026 Contribution:

\$5,000

Amanda Hale, Finance Director

511 West Second North Street • Morristown, TN 37814 • *office.* 423.586.1931 • *fax.* 423.585.4699

www.HamblenCountyTN.gov • *email.* ahale@co.hamblen.tn.us

Morristown Hamblen Imagination Library Advisory Council
Profit & Loss Budget vs. Actual
January through December (2025 Actual) (2026 Budget)

	Actual 2025	Budget 2026
Ordinary Income/Expense		
Income		
Sponsors	32,000.00	35,000.00
Accelerate Grant/Book Bus	0.00	0.00
Interest Income	1,884.06	1,600.00
Miscellaneous Income / Contributions	1,450.85	2,000.00
Fund Raising for Book Bus	0.00	27,000.00 **
Total Income	35,334.91	65,600.00
Expense		
Operations		
Governor's Books from Birth	39,939.93	40,000.00
Audit Services	2,000.00 *	1,000.00
Bank Fees	-5.50	0.00
Insurance - D&O Liability & Auto	3,071.00	880.00
Office Supplies	397.25	100.00
Postage, Mailing, PO Box	244.00	250.00
Payroll / Coordinator Expense	3,132.10	5,500.00
Travel and meetings	0.00	500.00
Bus project	0.00	0.00
Total Admin expenses	48,778.78	48,230.00
Book Bus		
Books, subscriptions, Reference	5,102.98	5,000.00
Events	100.00	200.00
Fees / Tags	118.00	120.00
Fuel	144.00	3,000.00
Fundraising / Promotional	388.10	900.00
Insurance: Liability & Auto	0.00	2,300.00
Repairs & Maintenance	445.36	1,000.00
Payroll/Driver & Event Personnel	0.00	4,000.00
Supplies	1,749.99	350.00
Bus project	0.00	500.00
Total Book Bus Expenses	8,048.43	17,370.00 ***
Total Expense	56,827.21	65,600.00
Net Income	\$ (21,492.30)	\$ -
Held In Reserve Account for Future Years	-	-
Budget Variance		\$ -

* Reimburse the library for 2 years audit expenses. Did not receive an invoice or request for 2024 a
 ** \$24,000 collected for Book Bus sponsors was not received until February 2026.
 *** 2026 is the first full year of operation for the Mobile Book Bus.

Morristown Hamblen Imagination Library Advisory Council

Balance Sheet

As of December 31, 2025

	<u>Dec 31, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
Bank Account #2 - Hometrust	9,850.50
Checking Account - Hometrust	35,517.42
Total Checking/Savings	<u>45,367.92</u>
Total Current Assets	45,367.92
Fixed Assets	
Bus	40,478.28
Total Fixed Assets	<u>40,478.28</u>
TOTAL ASSETS	<u>85,846.20</u>
LIABILITIES & EQUITY	
Equity	85,846.20
TOTAL LIABILITIES & EQUITY	<u>85,846.20</u>

Morristown Hamblen Imagination Library Advisory Council

Profit & Loss

03/17/26

January through December 2025

Accrual Basis

	Jan - Dec 25
Ordinary Income/Expense	
Income	
Direct Public Support	
Individ, Business Contributions	750.00
Total Direct Public Support	750.00
Investments	
Interest-Savings, Short-term CD	1,884.06
Total Investments	1,884.06
Support - City of Morristown	4,500.00
Support - Hamblen County	5,000.00
Support - HC*Excell	10,000.00
Support - Kiwanis	2,500.00
Support - Rotary Club of Morris	10,000.00
Support - The Dollywood Foundat	700.85
Total Income	35,334.91
Expense	
Audit Services	2,000.00
Business Expenses	
Business Registration Fees	100.00
Total Business Expenses	100.00
Fuel	144.00
Fundraising / Promotional	388.10
Improvements - Bus	0.00
Operations	
Bank Fees	-5.50
Books, Subscriptions, Reference	102.98
Governor's Books from Birth	39,939.93
Office Supplies	397.25
Postage, Mailing Service	244.00
Repair & Maintenance - Bus	445.36
Supplies	1,749.99
Total Operations	42,874.01
Other Types of Expenses	
Insurance - Liab, D&O, Auto	3,071.00
Total Other Types of Expenses	3,071.00
Parade Expenses	5,000.00
Payroll Expenses	3,132.10
Tags - Bus	118.00
Total Expense	56,827.21
Net Ordinary Income	-21,492.30
Net Income	-21,492.30

INTERNAL REVENUE SERVICE
P. O. BOX 2808
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: NOV 01 2004

GOVERNORS BOOKS FROM BIRTH
FOUNDATION
C/O R TODD ERVIN
PO BOX 198062
NASHVILLE, TN 37219

Employer Identification Number:
20-1115704
DLN:
17053258079044
Contact Person:
ZENIA LUK ID# 31522
Contact Telephone Number
(877) 829-5500
Accounting Period Ending
JUNE 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
YES
Effective Date of Exemption:
MARCH 15, 2004
Contribution Deductibility:
YES

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

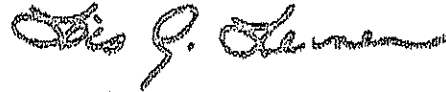
If you distribute funds to other organizations, your records must show whether they are exempt under section 501(c)(3). In cases where the recipient organization is not exempt under section 501(c)(3), you must have evidence the funds will be used for section 501(c)(3) purposes.

Letter 947 (DO/CG)

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GOVERNORS BOOKS FROM BIRTH

Sincerely,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Information for Organizations Exempt Under Section 501(c)(3)