

FINANCE DEPARTMENT

February 11, 2025

Senior Citizens Center – Vital Visits Valerie Farmer, Executive Director 841 Lincoln Avenue Morristown, TN 37814

We have begun the 2025-2026 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 - <u>ahale@co.hamblen.tn.us</u> Dennis Fox - <u>dfox@co.hamblen.tn.us</u>

Please provide the following items electronically:

- 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
- your organization's most current audit or annual report detailing all receipts and expenditures, and
- 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 17, 2025, 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 17, 2025. If you have any questions, please feel free to contact me.

Sincerely,

Amanda Hale

Hamblen County Finance Director

2024-2025 Contribution:

\$6,500

Internal Revenue Service Room 146, Quality Review Staff F. C. Box 1055 Atlanta, Georgia 30370

Department of the Treasury

EO 105

Morristown Hamblen Adult Center Incorporated 417 W. Main Street Horristown, TN 37814 Person to Contact:
M. Culver/lch
Contact Telephone Number:
(404) 221-5455
Reply to:
7203-7223
Employer Identification
Number:
62-0856166

Dear Sir or Madam:

We have recently completed our examination of your Form 990 for the year ended June 30, 1985. You will be pleased to know that We will continue to recognize your organization as tax-exempt under section 501(c)(3) of the Internal Revenue Code. Your return is accepted as filed.

Also, there is no change in your liability for the tax on unrelated business income imposed by sections 511 through 515 of the Internal Revenue Code.

However, we noted certain aspects of your operations, that, if continued unchanged, could jeopardize your exampt status in future years or subject your organization to other penalties imposed by the Code and Regulations.

Our examination disclosed that your organization failed to furnish the names and addresses of all your officers, directors, and trustees and the compensation paid to each of them as required by section 1.6033-2(a)2(ii)(g) of the Income Tax Regulations. This information must be provided with your Form 990 in future years.

Revenue Ruling 59-95, Cumulative Bulletin 1959-1, page 627, prescribes that failure to comply with the provisions of section 6035 of the Code and regulations which implement it, may result in the termination of the exempt status of an organization on the grounds that the organization has not established that it is observing the conditions required for the continuation of its exempt status.

Thank you for your cooperation.

Sincerely yours,

Michael J. Murphy District Director

Senior Citizens Center, Inc. Profit & Loss July 2023 through June 2024

	Jul '23 - Jun 24	
Ordinary Income/Expense		
Income		
3000 - Donations and Support		
3100 · Donation - Member	4,780.00	
3110 · United Way Support	18,662.98	
3130 · Hamblen County Support	18,100.00	
3140 · City of Morristown Support	48,625.00	
3160 - ETHRA-Title III-B Office on Agi	44,943.00	
3162 · ETHRA-State Senior Center	12,067.00	
3250 · Other Contributions	105.00	
3302 · City of Morristown - V V	3,750.00	
3303 · Hamblen County - V V	6,500.00	
3310 · Donation - Vital Visits	10,904.08	
3318 · Donation -Transportation Privat	1,638.00	
3600 · Square Income & Donations	18,381.22	
3000 · Donations and Support - Other	28,592.00	
Total 3000 · Donations and Support	217,048.28	
Total Income	217,048.28	
Gross Profit		
_	217,048.28	
Expense		
4300 · Operating Expenses		
6110 · Salaries - Executive Director	50,054.96	
6111 · Salaries - Administration	2,000.00	
6112 · Salaries - Transportation	20.25	
6113 · Salaries - Maintenance/Transpor	11,035.74	
6130 · Advertising	180,73	
6150 · Bank Charges	2.00	
6155 · Casual Labor	300.00	
6165 · Dues and Subscriptions	50.00	
6166 · Christmas Bonus	700.00	
6170 · Insurance	14,634.00	
6190 · Maintenance and Repairs	19,685.90	
6200 · Miscellaneous Expenses		
6210 · Office Supplies	8,393.69	
6215 · Retirement - Valerie Farmer	4,651.01 1,005.00	
6230 · Postage	1,095.00 462.00	
6300 · Seminars and Education	462.00 541.28	
6310 · Supplies - Household		
6350 · Supplies - Parties	2,169.65	
6390 · Taxes - Payroll	14,430.26	
7160 · Telephone	8,665.86	
7165 · Fuel Vouchers	100.00	
7170 · Utilities-(gas,electric,cable)	2,141.77	
7180 · Meals - Vital Visits	27,035.67 28,283.50 7,999.84	
7200 · Professional Fees		
Total 4300 · Operating Expenses	204,633.11	
66000 · Payroll Expenses	61,870.53	
Total Expense		
et Ordinary Income	266,503.64	
	-49,455.36	

Senior Citizens Center, Inc. Profit & Loss

July 2023 through June 2024

	Jul '23 - Jun 24
Other Income/Expense	
Other Income	
3490 · Other Income (Expenses)	
3550 · Sales - Cheese	572.00
3555 · Sales - Pecans / Peanuts	7,389.00
3560 · Trips - Income	43,180,22
3565 · Bingo Income	11,350.00
3610 · Sales - Quilting	368.00
3710 · Sales - Health Fair	770.00
3810 · Sales - Bazaar	5.636.00
3910 - Interest Income	1,658.87
3915 · Rental Income	1,855.00
4570 · Cost - Cheese	-495.00
4580 · Cost - Pecans	-495.00 -5,016.24
4660 · Cost - Miscellaneous	-3,016.24 0.65
4750 · Cost - Special Events	
4760 · Cost - Trips	-2,800.01 54.364.34
·	54,261.24
Total 3490 · Other Income (Expenses)	10,207.25
Total Other Income	10,207.25
Net Other Income	10,207.25
Net Income	-39,248.11

REVENUE AND EXPENSES - ALL SOURCES	FISCAL 2024 ACTUAL	FISCAL 2025 BUDGET	FISCAL 2026 PROPOSED
REVENUE	(LAST YEAR)	(THIS YEAR)	(NEXT YEAR)
1. Allocation from United Way	\$22,190	\$22,345	\$35,000
2. Contributions	\$16,542	\$15,000	\$18,000
3. Special Events	\$22,336	\$32,500	\$23,000
4. Legacies & Bequests (Unrestricted)	\$0	\$0	\$0
5. Contributed by Associated Organizations	\$0	\$0	\$0
6. Allocated by Other United Ways	\$0	\$0	\$0
7. Fees/Grants from Government Agencies	\$142,015	\$153,900	\$150,000
8. Membership Dues (\$25 per person)	\$4,780	\$4,500	\$4,800
9. Program Services Fees & Net incidentals	\$0	\$0	\$0
10. Sales of Materials	\$0	\$0	\$0
11. Investment Income	\$1,659	\$1,200	\$1,700
12. Other Revenue Sources	\$12,469	\$15,000	\$15,000
13. TOTAL SUPPORT & REVENUE (add 1-12)	\$221,991	\$244,445	\$247,500
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EXPENSES 14. Salaries	¢112.106	¢100 F00	¢11F F00
	\$113,196		\$115,500
15. Employee Benefits	\$1,452		
16. Payroll Taxes, Etc.	\$8,664		\$9,000
17. Professional Fees	\$19,036		
18. Supplies	\$21,251		
19. Telephone / Internet	\$100		
20. Postage & Shipping	\$462	•	\$500
21. Occupancy	\$41,670		
22. Rental & Maintenance of Equipment	\$19,686		
23. Printing & Publications	\$0	·	•
24. Travel	\$2,142		
25. Conferences, Conventions, Meetings	\$0	\$300	\$300
26. Specific Assistance to Individuals	\$28,284	\$29,945	\$30,000
27. Membership Dues	\$50	•	\$300
28. Awards & Grants	\$0	•	\$0
29. Miscellaneous	\$5,246		
30. TOTAL EXPENSES (add 14-29)	\$261,239	\$244,445	\$260,000
31. Payments to Affiliated Organizations			
32. Board Designated Activities for Future Year	S		
33. TOTAL EXPENSES FOR BUDGET			
PERIOD FOR ALL ACTIVITIES (30+31+32)	\$261,239	\$244,445	\$260,000
34. TOTAL EXPENSES FOR ACTIVITIES			
FINANCED BY RESTRICTED FUNDS.			
35. TOTAL EXPENSES FOR ACTIVITIES			
FINANCED BY UNRESTRICTED FUNDS (33-34	4) \$261,239	\$244,445	\$260,000
36. EXCESS (DEFICIT) OF TOTAL REVENUE			
OVER EXPENSES (13-35)	-\$39,248		-\$12,500
37. DEPRECIATION OF BUILDING & EQUIPMEN	• •		
38. MAJOR PROPERTY & EQUIPMENT ACQUISI	TI \$64,819	\$10,000	\$10,000