

STATE OF TENNESSEE

Office of the Attorney General

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JONATHAN SKRMETTI
ATTORNEY GENERAL AND REPORTER

P.O. BOX 20207, NASHVILLE, TN 37202
TELEPHONE (615)741-3491
FACSIMILE (615)741-2009

March 31, 2026

VIA US MAIL

Kenneth Chadwell
Registered Agent, Fairfield Glade Community Club
156 Rector Avenue
Crossville, TN 38555

Re: Fairfield Glade Community Club

Mr. Chadwell,

The Tennessee Nonprofit Corporation Act, Tenn. Code Ann. §§ 48-51-101, *et seq.*, gives the Attorney General broad authority to act in the public interest in nonprofit matters. Specifically, this Office is charged with oversight over Tennessee nonprofits and their assets. We have received multiple complaints that your nonprofit is violating the requirements of the Nonprofit Act. Therefore, the Attorney General requests the following information:

1. **Contact Person for Nonprofit:** Provide the full legal name, title, address, telephone and facsimile number for the person responsible for responding to this request (this individual will also receive any requests for additional information):
2. **Directors and Officers:** Identify by full legal name and title each director and officer of the Nonprofit, who has served in the last three fiscal years. If any director or officer has been removed or resigned during the period covered by this request, please indicate and provide the reasons therefor.
3. **Declarant:** Identify by full name and provide complete contact information for the individual or entity holding the position of "declarant" with the Nonprofit.
4. **Organizational Documents:** Provide all organizational documents relating to the Nonprofit, including the charter, articles of incorporation, bylaws, published policies or procedures, and all amendments.

5. **Litigation:** Provide a summary of each litigation matter to which the Nonprofit is or was a party during the last three fiscal years. This includes the case style, the court hearing the matter, the date and status of the claim, and the ultimate disposition.
6. **Governmental Proceedings:** Provide a summary of all administrative proceedings between the Nonprofit and any federal, state, or local government authority during the last three fiscal years. This includes the substance of the proceedings, the date of the proceedings, the entity overseeing the proceedings, and the ultimate disposition. In addition, for any administrative proceedings that have occurred prior to the last three fiscal years, identify those proceedings under which the Nonprofit still holds an obligation.
7. **Meeting Minutes:** Provide minutes of all meetings of the Nonprofit's board of directors or members, and records of all actions taken by the members or directors without a meeting, that have occurred during the last three fiscal years.
8. **Tax Returns:** Provide all tax returns, 990 filings, and applications for reinstatement filed with the Internal Revenue Service on behalf of the Nonprofit during the last three fiscal years.
9. **Financial Records:** Provide the following for the Nonprofit for last three fiscal years:
 - a. Audited financial statements. Audits are sometimes presented in abbreviated form or in fuller form, with detailed supplements. Provide the most detailed form of your audit that is available;
 - b. Provide year-end income statements and balance sheets;
 - c. Identify all of the Nonprofit's auditing and accounting firms, including the names, addresses, and telephone numbers of those firms;
 - d. Identify all bank accounts maintained by the Nonprofit, including accounts that house restricted funds. Provide itemized, monthly statements for all accounts. Identify each director and officer with access to each account.
 - e. Identify all corporate credit cards maintained in the name of the Nonprofit. Provide itemized, monthly statements for each account. Identify each director and officer who maintains or has access to a corporate credit card;
 - f. Identify each source of revenue for the Nonprofit; and
 - g. Provide annual budget(s) of the Nonprofit, including the names of those primarily responsible for creating the budgets.

Please provide all documents in text-searchable portable document format (.pdf), with each page bearing consecutive bates numbering in the lower right-hand corner; responses may be emailed or mailed or provided on flash drive. This documentation must be provided to this Office no later than close of business on **Thursday, April 30, 2026.**

You are to provide a copy of this letter to each individual serving on the Nonprofit's board of directors, as well as to all officers, custodians, department managers, or other persons who may have possession, custody, or control of the relevant information requested above.

If you have any questions, please contact me at (615) 741-5860.

Sincerely

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Melanie K. Thomas
Assistant Attorney General
melanie.thomasu_yag.tn.gov