The purpose is this memo is to briefly give a review of the 2021 finances, outline the 2022 Budget review process and summarize 2022 Budget. Upon review, I am making the recommendation for adoption of the proposed budget to the PUCC general body. My recommendation for adoption of the proposed budget is contingent on final review and approval by the Budget Committee and the Trustee Board. Due to the unusual circumstances and other financial deliberations, the Budget Committee has yet to adopt the proposed budget. The Budget Committee plans to complete its review and the Trustees plan to adopt the final budget before the end of 2021.

2021 Year in Review

Much like 2020, 2021 has been an unprecedented year. A global pandemic continued to challenge us spiritually and physically. Additionally, our church was faced with another unforeseen challenge. In June of this year, the Detroit region suffered a historic rain fall that caused significant flooding throughout metro Detroit. The flooding caused severe sewer backups. Plymouth Church was not spared. The entire lower level of the church had sewer back up that reached as high as three feet in some areas. A combination of the ongoing pandemic and our lower level restoration efforts has delayed our efforts to have full usage of our church for in person fellowship. God’s Grace has covered Plymouth Church through the many trials we have faced this year. The pandemic and sewer back up has allowed us to draw our attention to the physical condition of our church. I am happy to report that we have plans to emerge stronger than ever. The sewer back up caused some damage to our boiler and air handling systems. Due to the damage caused, we have decided to overhaul our heating system we have been making upgrades to our air handling equipment. Upon completion, we will have a high efficiency heating
and cooling system and cleaner air throughout the church. In addition to the upgraded mechanical systems, 2022 will bring many other upgrades to the church including but not limited to restoration of the lower level and parking lot improvements. On behalf of Plymouth Church, I want to thank and congratulate you for your un-wavering support.

2021 Goals Completed

Despite the many challenges we faced this year as a church we have accomplished many of our 2021 goals. The following are some of the major church financial accomplishments:

1. In May of 2021 the $75,312 Federal PPP Loan was fully forgiven after we successfully submitted documentation illustrating that the Church used the funds for all purposes we identified in our application.
2. As a consequence of our continued giving and prudent financial management, the church was able to fulfill its annual obligation to our college students. Each student received over $1,500 in scholarships.
3. Selection and hiring of Certified Public Accounting Firm to establish, implement and manage PUCC accounting functions that will strictly adhere to GAAP standards. The accounting firm of George Johnson & Co was hired and new accounting system has been installed. Implementation will be complete by the end of 2021.
4. Church bank records and accounting records converted to cloud system
5. Trustee Board continued to meet at least once per month and in some cases several times per month in order to discuss and vote on matters related to church finances
6. Trustee Board and Assistant Treasurers continued to meet every week in person to count and properly document all donations.
7. Insurance claim initiated with Philadelphia Insurance Company via our Agent The Goss Co
8. Damage claim filed with Detroit Water & Sewerage Department for water damaged sustained to lower level of the church
9. Signal Restoration hired to conduct sewer back up mitigation
10. Building Vitals (Sonya Pouncy) hired to serve as project manager for lower level mitigation and restoration
11. Globe Midwest Adjusters International (Bobby Levin) hired to assist as our advocate with insurance claim for lower level mitigation and restoration
12. Receipt of initial insurance payment from Philadelphia Insurance of $50,000
13. Ongoing consultation with Church’s insurance agent Goss Company regarding insurance coverage and policy
14. Continuous on time payments made toward principal of renovation loan
15. Work started on removal of old boiler and installation of new boiler and air handling system
16. Ending the year within budget

PROPOSED 2022 BUDGET HIGHLIGHTS

1. Restoration of lower level which will include kitchen, heating and cooling system, class rooms, AV systems, flooring and bathroom upgrades
2. Parking lot repair
3. Refinance of renovation loan
4. Property maintenance assessment (Review of all interior and exterior deferred maintenance)
5. Return to in person services by June 2022
6. Planned Giving initiative to be initiated
7. Continuance of utilizing the services of George Johnson Company for accounting services
8. Enhance janitorial service and supplies to accommodate return to in person services
9. Finalize insurance claim with Philadelphia Insurance
10. Develop a comprehensive Capital Improvement Plan based on results of property maintenance assessment