



**CLASSIS HURON**  
of the Christian Reformed Church in North America  
[www.classishuron.ca](http://www.classishuron.ca)

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**AGENDA**

**May 18, 2016 – 9:00 a.m.**

**New Life Christian Reformed Church**

**400 Victoria Road North**

**Guelph, Ontario**

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**The PURPOSE of Classis Huron**

*We will foster the Kingdom through shared resources toward spiritual renewal*

**The VISION of Classis Huron**

*The congregations, ministries, missional communities and people of Classis Huron will surrender to the work of the Spirit of Mission of Jesus, to embody the Kingdom of God. Recognizing the urgency of the times, we stand on the foundation laid for us by previous generations and step forward in the same faith we have been taught.*

## Index of Agenda Items and the day's schedule

TIMELINE	REPORT NUMBER AND NAME	REPORTER	Page
9:00 a.m.	Welcome, announcements	New Life CRC	
	Constituting Classis: Report of the Credentials Committee		
9:05 a.m.	Opening of Classis: Officers take their seats, Chair: Rev. Vicki Verhulst Cok Vice Chair: Rev. Martin Dam Opening Comments from Chair		
9:10 a.m.	Worship/Devotions	New Life CRC	
9:30 a.m.	C M C Report	Pastor Stephen Tamming	
10:00 a.m.	Financial Resources Team [see attached statements]	Treasurer John Bell	
10:20 a.m.	<b>REFRESHMENT BREAK</b>		
10:35 a.m.	World/Home Missions	Rev. Carel Geleyne	
10:50 a.m.	World Renew [see attached]	Eve Mazereeuw	
11:05 p.m.	Synod Agenda	Classis Huron Delegates	
11:20 p.m.	Board of Trustees CRCNA [see attached]		
11:30 p.m.	Church Counsellors Church Counselors Verbal Reports <ul style="list-style-type: none"> <li>• Collingwood – Rev. Harry Zantingh</li> <li>• Guelph New Life – Rev. Ed Den Haan</li> <li>• Maranatha [Camb.] – Rev. Vic Vandermolen</li> </ul>		
11:40 p.m.	Safe Church [see attached]		
11:50 p.m.	Church Visitors		
12:00 p.m.	<b>LUNCH BREAK</b> <b>Credential Committee meets</b>		
1:00 p.m.	Credentials Committee Report		
1:15 p.m.	BLANKET EXERCISE	Cristina DeVries	
		Katie Karsten	
3:30 p.m.	REFRESHMENT BREAK		
	Adjournment		
	Reports/Forms attached to this Agenda <ul style="list-style-type: none"> <li>• World Renew</li> <li>• Redeemer University College</li> <li>• "Classis Primer" for New Delegates</li> <li>• Financial Statements for 2015</li> <li>• Safe Church</li> </ul>		
	Future Classis meeting dates	Agenda Item #	

### 1. Constituting Classis

Call to Order, welcome by New Life CRC  
 Credentials Committee reports on attendance.  
 Classis is declared constituted.

### 2. Classis constituted

Chair: Rev. Vicki Verhulst Cok  
 Vic Chair: Rev. Martin Dam  
 Stated Clerk: Rev. Vic Vandermolen

### **3. Devotions for the Day**

Opening – New Life CRC  
Pre-lunch – Guelph First CRC  
Post –lunch – Community CRC, Kitchener

### **4. Committees for the Day**

Credentials Committee – Stratford CRC and Vanastra CRC  
Balloting Committee – New Life CRC and Guests

### **5. Classis Ministry Committee**

#### **11.1 CMC Report**

The Classis Ministry Committee consists of representatives of all ministries/committees within Classis Huron: Chair, Rev. Ralph Wigboldus; Vice-chair, Rev. Stephen Tamming; Member Rev. Vicki Verhulst Cok: Classis Ministry Leadership Team, Rev. Brian Bork; Home Missions Committee, Rev. Andrew de Gelder; Safe Church Committee, Atie Ott; Financial Resources Team, Clarence Louter; Huron Campus Ministry (Guelph), Rev. David Tigchelaar; Diaconal Ministries, Mary Blydorp: Huron Campus Ministry (Waterloo), Rev. Brian Bork; Youth Ministry, Amy Baarda; Treasurer John Bell, ex-officio, and Stated Clerk, Rev. Vic Vandermolen, ex officio.

CMC continues to monitor and encourage the various ministries that are part of Classis. CMC has dealt with a number of specific issues since the last meeting of Classis.

CMC asks that the following Churches confirm with the Stated Clerk their willingness to host a meeting of Classis on the dates indicated:

**Stratford**, September 28, 2016  
**Vanastra**, May 17, 2017  
**Palmerston**, February 14, 2018  
**Clinton**, September 2018

**Drayton**, February 15, 2017  
**Kitchener Comm.**, September 20, 2017  
**Cambridge [Maranatha]** May 16, 2018

There have been changes made by Canada Revenue Agency re the application process for charitable status. We have subsequently been advised by our Lawyer Teresa Douma to consider that Classis Huron proceed through its incorporation process before submitting the application for charitable status. This will lengthen the process considerably but would appear to be the most practical manner in which to proceed given the decisions of CRA. At its recent meeting CMC determined to follow our lawyer's suggestions. This matter will be brought back to Classis for approval at the appropriate time.

As a result of recommendations received and matters discussed, CMC makes the following recommendations for the approval of Classis.

**1] That Frank Folkema be examined for licensure to exhort, and that the examination be part of Classis meeting of September 2016, through Mr. Folkema leading Classis in opening devotions at that meeting.**

**2] That Mrs. Sharon Van Kampen, Office Administrator and Council Clerk for Bethel CRC in Listowel, be appointed Alternate Clerk.**

### **3] That Classis approved the following amendments to the Rules of Classis Huron regarding The Financial Resources Team:**

#### **A] That the existing mandate of the Committee be replaced as follows:**

1. Mandate:
  1. Management and scrutiny of all financial resources entrusted to its stewardship by the member churches of Classis Huron as well as the development of other funding sources to augment the ministries of Classis or individual member churches.
  2. Support and oversee the work of the Classis Treasurer, and is its primary bookkeeper, controller and auditor of the expenditures of Classis Huron.
  3. Play a visionary role to develop the funding for new Classis-wide initiatives in training and ministry: i.e. funding from foundations for leadership training.
2. Accountability:

This team is accountable to Classis Huron and has a representative on the Classis Ministry Committee. The team shall report three times a year in time for the agendas of Classis.
3. Membership:

At least three (but not exceeding six) persons including the treasurer. At least one of the 3 persons should have gifts in the areas of fundraising/donor development/public relations and have a passion for effective stewardship of these resources. At least one of the 3 persons, other than the Treasurer, should have a strong financial background in order to offer support and insight to the workings of Classis and offer support and encouragement as required.

#### **B] That the existing Treasurer's Mandate [and Alternate] be replaced as follows:**

##### 3.4 TREASURE AND ALTERNATE

3.4.1 TERM – A Treasure and an alternate shall be chosen for a term of at least three years to carry out the requirements of Article 32c C.O. Their term shall continue for an indefinite period unless changes are brought forward by the Classis Ministry Committee from time to time.

3.4.2 VACANCY – In case the Treasurer is unable to serve because of health, moving outside the boundaries of Classis Huron, or other reasons, the Administrative Committee shall appoint the alternate as classical Treasurer pro-tem, after the financial records have been duly examined.

3.4.3 INCOMPETENCE – The Classis Ministry Committee may declare the Treasurer disqualified upon sufficient evidence of incompetence or carelessness in the discharge of duties but only after a complete examination of the records.

3.4.4 BONDING – The Treasurer shall furnish a Fidelity Bond in the amount decided by classis, the fee to be paid by classis.

3.4.5 DUTIES – The Treasurer shall:

- Serve as treasurer of all the funds of classis and place all funds in a depository approved by classis.
- Keep the accurate record of all of the funds received and faithfully distribute these to the causes intended.
- Accept only cheques which are made payable to CLASSIS HURON OF THE CHRISTIAN REFORMED CHURCH and/or cheques made payable to Guelph Campus Ministry and which are accompanied by the appropriate remittance advice form
- Pay, upon itemized accounts, rendered on the approved Expense Account Form, all expenses incurred by classis of any authorized committee or functionary of classis, and shall render a full account of these to classis
- Make all disbursements by cheque.
- After each meeting of classis, the Treasurer shall reimburse:
  - Traveling expenses of the delegates, at the rate set by classis through the annual budget.
  - Remuneration of the host church, according to the rules of classis adopted through the annual budget.
  - Pay the salaries of the campus ministers and any additional people employed by the campus ministries and submit the appropriate remittances to the Canada Revenue Agency

- Report to Classis in the following manner. The Treasurer shall:
  - At the May meeting of classis, submit a financial report, with sufficient copies for all delegates.
  - Furnish an annual printed report for every church within classis at the May meeting
  - At the September meeting, present the budget for the following year and make recommendations to classis for the classical ministry shares, the rates for worship services in vacant churches, mileage, honorariums and remuneration for host churches to be set for the next fiscal year.
  - Keep classis informed of the bank(s) and account(s) in which the funds of classis are deposited. (have only ever had one bank account)
  - The Treasurer shall send to the secretary of the Classis Ministry Committee, one month before the meeting of classis, a statement of account.
  - The Treasurer shall have the privilege of the floor in all matters relating to the finance of classis.
  - The Treasurer shall receive an annual honorarium as decided by classis through the annual budget. He/she shall be reimbursed for all expenses incurred in the performance of his/her duties.
  - At the first meeting of each year, classis shall appoint an accountant to perform a review of the financial records of Classis Huron and of the financial transactions and the statements for the previous year, the result of such examination must be submitted to classis before the first meeting of the following year, or at any earlier date if so directed by classis.
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## **5.2 Administrative Committee (AdCom)**

The Administrative Committee of Classis (AdCom) works on behalf of classis between meetings. AdCom consists of Rev. Ralph Wigboldus (chair), Rev. Stephen Tamming, [vice chair], Rev. Vicki Verhulst Cok [member] and stated clerk Rev. Vic Vandermolen. Since the last meeting of classis AdCom has met twice to respond to issues raised at the last meeting of Classis, and also to address a number of new matters, which have subsequently been referred to CMC and are addressed in its report above.

## **5.3 Stated Clerk**

The Stated Clerk serves as secretary of Classis Huron, its Classis Ministry Committee [CMC], and Administrative Committee (AdCom). The Clerk continues to respond to ongoing requests for information and direction from individual members, church leadership, classis committees, and denominational offices. In the period of February 17, 2016 to the time of writing this report, the Clerk has:

- dealt with/responded to some 93 telephone conversations and requests for information.
- dealt with/responded to over 480 email messages and requests for information from Denominational agencies, Classis Huron churches, Classis Huron members, and more.
- participated in a video conference call with Canadian Ministries Director Rev. Darren Roorda, and other Canadian Stated Clerks.
- attended, prepared agendas for, wrote minutes for, and did follow-up work and correspondence for three AdCom meetings, two CMC meetings, and one Classis meeting: this is in addition to meetings and conversations with CRCNA/pastors/members and others re various issues dealing with matters relative to Classis and its member churches.

- filed minutes and agendas of Classis meetings with both CRCNA Canada and the Denominational offices, and also forwarded these to Classis Huron churches.
- forwarded numerous letters, request for information, and information documents to Classis Church, Committees and ministries on behalf of CRCNA, other churches, para-church organizations, and minutes/agenda of Classis Committees.
- received agendas and minutes and other information from CRCNA, other Classes, committees, para-church organizations for filing and retention.
- met with Lawyer Teresa Douma to further discuss the incorporation process and registration as a Charity,
- responded to numerous written and verbal request for opportunities to address Classis at this meeting, and upcoming meetings.
- prepared the agenda and attachments for Classis May 2016.

**CMC recommends that Classis approved the work of AdCom, CMC and the Stated Clerk.**

**6. Treasurers Report: John Bell**

**7. REFRESHMENT BREAK**

**8. World/Home Missions Report: Rev. Carel Geleynse**

**9. World Renew Report: Eve Mazereeuw**

**10. Synod Agenda Review: Synod Delegates**

**11. Board of Trustees Calvin College Report [see attached]**

**12. Church Counsellors Reports**

Collingwood: Rev. Harry Zantingh  
 Guelph New Life: Rev. Ed den Haan  
 Cambridge [Maranatha] Rev. Vic Vandermolten

**13. Safe Church Report**

**14. Church Visitors' Reports**

**15. LUNCH BREAK [Credentials Committee Meets]**

**16. Credentials Committee Reports**

**17. BLANKET EXERCISE Katie Karsten and Christina de Vries**

**18. Closing Remarks and Adjournment: Chairperson**

Next Classis Meeting

<b>DATE</b>	<b>PLACE</b>	<b>REPORTS DUE</b>	<b>CHAIR</b>	<b>VICE-CHAIR</b>
Sept. 28, 2016	Stratford	August 17, 2016	M. Dam	S. Tamming

*Delegates are reminded that you are expected to stay for the entire meeting. .If you must leave before adjournment, please consult with the chair of the day. The Classical Rules of Procedure state: "While Classis is in session, it is not permissible for any member to withdraw or to return homeward without consent of the chair."*