



Agenda for a Meeting of CLASSIS HAMILTON OF THE CHRISTIAN REFORMED CHURCH

Date: May 22, 2018 Time: 9:30 AM – 5:00 PM

Venue: First Hamilton Christian Reformed Church, 181 Charlton Ave. E., Hamilton

Officers of Classis: Chair: Jeff Klingenberg Vice Chair: Anthony Elenbaas Stated Clerk: Dick Kranendonk	Synodical Deputies: Not required
Reporter: Joel Bootsma, New Street CRC, Burlington	Ballot Committee: Members of First Hamilton CRC, Hamilton
Credentials Committee: Immanuel CRC, Simcoe Bethel CRC, Waterdown	Overture Committee #1 (Re: New Hope Organization) Mt. Hope Community CRC, Mount Hope Ebenezer CRC, Jarvis Overture Committee #2 (Re: Youth Ministry Catalyst and Ministry Shares) Calvin CRC, Dundas Hope CRC, Brantford

CREENTIALS:

1. The credentials shall be returned to the Stated Clerk by email no later than May 1, 2018 with CC: (copy) emailed to your delegates. Please note that there are additional questions on the credentials. Please fill them in where desired.
2. The credential questions and observations will be forwarded to the Credentials Committee so that they will be able to advise Classis. The Committee will email their report to the Stated Clerk by May 8, 2018. Their report will be emailed by the Stated Clerk to all the delegates.

OVERTURES:

The Overtures Committee will email their report to the Stated Clerk by May 8, 2018 for distribution to the delegates of Classis as required.

EMAIL ADDRESS:

All communication to the Stated Clerk should be sent to: clerk@classishamilton.ca.

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CLASSIS MEETING DETAILS

9:30 AM	OPENING WORSHIP AND EXERCISES
OPENING WELCOME AND PRAYER	Chris Schoon
1. DEVOTIONS AND SHARING OF MINISTRY	First Hamilton CRC
2. PRAYER FOR THE HOST CHURCH	Anthony Elenbaas
3. FACILITATED PRAYER TIME	Marian Lensink and Alice Van Wingerden
10:30 AM	ADMINISTRATIVE SESSION
4. CALL TO ORDER	Jeff Klingeberg
4.1. Attendance	Dick Kranendonk
4.2. Approval of Agenda	
5. CLASSIS MINISTRIES TEAM	Chris Schoon
5.1. Chair's Report (Appendix #1.1)	
5.1.1. RECOMENDED THAT: Anthony Elenbaas be elected as Chair of Classis for the period June 1, 2018 until May 30, 2019.	
5.2. Classis Hamilton Candidacy Committee Report (Appendix #1.2) – 7 to 10 Minutes	
5.2.1. RECOMMENDED THAT: Classis Hamilton approve disbursements from the Student Support Fund for Derek Ellens in the amount of USD \$15,972.00 as a forgivable loan for his full-time enrolment in the M.Div. program at Calvin Theological Seminary for the 2018-2019 academic year.	
5.2.2. RECOMMENDED THAT: Classis Hamilton approve the actions of the CHCC as recorded in its Report in the Agenda.	
5.3. Classis Hamilton Campus Ministry Update – 45 Minutes	
5.4. Classis Hamilton Youth Ministry Team Update – 7 to 10 Minutes	
5.5. Classis Hamilton Safe Church Team Update – 7 to 10 Minutes	
5.6. Classis Hamilton Home Missions Committee Update – 7 to 10 Minutes	
5.7. World Renew Report (Appendix #1.3)	
5.8. RECOMMENDED THAT: Classis approve the work of the CMT to date as reported to the churches in the Minutes and the attached Appendix #1.	
12:00 PM – 1:15 PM	LUNCH
5. PRAYER TIME FOR SYNOD, OUR DELEGATES AND THE DENOMINATIONAL LEADERSHIP	Chris Schoon
6. CLASSIS STAFF REPORT (Appendix #2)	Michael Fallon
7. CLASSIS HAMLTON INTERIM COMMITTEE (Appendix #3)	Ken Benjamins
7.1. Election Functionaries	
7.2. RECOMMENDED THAT: the elder and deacon delegates to Synod 2018 and subsequent synods each be asked to provide an up to five minute video of their experiences and observations about synod.	
7.3. RECOMMENDED THAT: Classis Hamilton follow the precedent set by synod and ask the delegates to stand up at the request of the Chair of Classis to indicate their commitment to the Covenant for Officebearers at the beginning of each classis meeting, and that Rule of Procedure 5.3.1. be considered amended accordingly.	
7.4. RECOMMENDED THAT: Classis approve the work to date of the Interim Committee and of the Stated Clerk in so far as this has been disclosed in minutes previously distributed to the churches and in Appendix #3.	
7.5. RECOMMENDED THAT: the ballots be destroyed.	
8. OVERTURE COMMITTEE #1 REPORT	Ebenezer CRC, Reporting
8.1. New Hope CRC Request to Organize: (See Appendix #5.1)	

9. OVERTURE COMMITTEE #2 REPORT Hope CRC, Reporting
9.1. Youth Ministry Catalyst from Youth Ministry Team: (See Appendix #5.2)
9.2. Ministry Share Overture from First Hamilton CRC: (See Appendix #5.3)

3:00 PM

REFRESHMENT BREAK

10. CREDENTIALS COMMITTEE REPORT Credentials Committee

11. **ANNUAL GENERAL MEMBERSHIP MEETING** Chair: Ken Benjamins

- 13.1 Establish Quorum (By-Law 5.2)
- 13.2 Proof of Notice for the Meeting (By-law 5.4)
- 13.3 Approve Minutes of AGM 2017 (See Appendix #6)
- 13.4 By-law Amendment (Subject to outcome of CIC recommendation)
- 13.5 Election of Members of the CIC/BOD (By-law 5.1) (See Appendix #7)
- 13.6 Approve the Audit Report on the 2017 Financial Statements (Corporations Act 96.1) – (See Appendix #8)
RECOMMENDED THAT: the audited financial statements and the Auditor’s report thereon for fiscal 2017 be approved.
- 13.7 Appoint the Auditor (By-Law 5.1.c)
RECOMMENDED THAT: DBK Accounting Professional Corporation be re-appointed as auditor for fiscal 2018.
- 13.8 Closing of Annual General membership meeting

Closing Devotions

Jeff Klingenberg

APPENDIX #1 – CLASSIS MINISTRIES TEAM REPORTS

APPENDIX #1.1 – CMT REPORT

Classis Ministry Team (CMT) Report April 2018

Since our February Classis meeting, the Classis Ministry Team (CMT) has met once. Our conversations continued our focus on discerning the culture, mission, and direction of our Classis. As indicated in our minutes, we reviewed the February Classis meeting and assigned tasks that came out of that meeting. We received several comments affirming the shape of the Classis meeting with its attention to dialogue about our Classis-based ministries and an expressed desire for continuing to increase the place of prayer within our Classis meetings. We also spent time discussing how Classis can engage more deliberately and beneficially with our representatives to various denominational ministries.

Of particular note, we have also been in dialogue with the Synodical Study Committee on Human Sexuality. Representatives from that committee will join us for a portion of our October 2018 Classis meeting to provide an overview of their work to date and to facilitate a presentation and discussion with Classis delegates regarding intersex persons.

We continue to work on setting up times for Classis churches to discuss second services and best practices around pastoral care of same-sex attracted persons. However, at this time, we do not have any additional details to offer regarding the timing or formats for those discussions.

Grace and Peace,
Chris Schoon
Chair, CMT

**Classis Hamilton Candidacy Committee
Report to Classis Hamilton May 22, 2018**

Our primary work as a committee continues to be supporting students from our Classis who are preparing for ministry within the CRCNA. This support involves personal visits, phone calls & emails, and direct mentoring with some of the students. For students in the 2 year, non-residential EPMC program, we also meet with them during their program to talk about their sense of calling, the development of their pastoral identity, and their understanding of Reformed theology. After each of these meetings, we provide a written report to the CRCNA Candidacy Office as they coordinate the process for students seeking to be approved as candidates for ordained ministry by Synod.

We are delighted to report the several students with whom we have been walking anticipate graduation and candidacy this year. Below are updates on each of the students we are following:

- **Mark DeVos:** was declared a candidate at Synod in June. He is currently serving as an interim pastor at The Village Church in Thorold and is considering an ordained position in the CRCNA.
- **Courtney Mooney:** finishing the EPMC, currently working with John Bowers at Crosstown in Milton, ON. She will be interviewed soon for candidacy and hopes to be declared a candidate at Synod 2018.
- **Ben Verkerk:** completing his 3rd and final year at CTS. He plans to graduate this spring, and hopes to be declared a candidate at Synod 2018. He is discerning where the Lord is calling him in ministry in the CRC.
- **Derek Ellens:** is completing his 2nd year of studies at CTS and is currently doing a concurrent internship at Fuller CRC in Grand Rapids.
- **Femke Visser-Elenbaas:** was declared a candidate this past June at Synod and is serving as an on-call hospital chaplain for HHS, and completed an internship with the CRC campus ministry at Mohawk College in December 2017. She is currently on maternity leave.
- **Steve Dykstra:** is completing his EPMC requirements and hopes to be a candidate for Synod 2018.
- **Brad Bootsma:** Has started with a one-year Pastoral Leadership certificate program at CTS this January, with the hopes of enrolling as a full-time student in the M.Div. program in the Spring of 2019.
- We also are anticipating a couple 3rd year Redeemer students, and one McMaster student graduating this year who have already indicated to members their interest and calling toward graduate studies and ordained ministry in the CRCNA after completing their University work.
- We are prayerful for others too who might be considering potential paths towards ministry as well.

In addition, CHCC took the following actions with respect to outstanding forgivable loans:

- **Mark DeVos:** deferred his loan repayment starting date by one year.
- **Femke Visser-Elenbaas:** deferred her loan repayment starting date by one year.
- **Nathan Klingenberg:** approved the forgiveness of an additional 20% of original cumulative loan since he is currently serving as an ordained minister in the CRC.
- **Corey VanHuizen:** approved the forgiveness of an additional 20% of original total cumulative loan since he is currently serving as an ordained minister in the CRC.

- **Willem de Vries:** approved the forgiveness of an additional 20% of original total cumulative loan since he is currently serving as an ordained minister in the CRC.

For action:

Each May, we provide our recommendation to Classis for disbursement of funds (as forgivable loans) during the upcoming school year. This year, we have one student for whom we are recommending financial support for during the 2018-2019 academic year. We request that Classis Hamilton approve the disbursements of these funds in the following amount:

- **Derek Ellens: Entering 3rd year M.Div. at CTS full tuition \$15,972.00 USD**

Willem de Vries,
CHCC Reporter



Classis Hamilton Report – May 22, 2018

Submitted by Peter Bulthuis, Associate Director of Church Relations

-World Renew served people in **33 countries in 2017**, responding to disasters, equipping churches to advocate for justice, and providing long-term, community-based programs that helped **600,000 individuals change their story**.

-World Renew's ministry was supported by **3,072 volunteers who donated 256,404 hours** - roughly equivalent to 128 full-time employees for one year.

-World Renew assisted **349,054 people affected by disasters in 22 countries in 2017**, including those affected by war in Syria, Lebanon, and South Sudan.

-World Renew Disaster Response Services (DRS) volunteers contacted 10,818 disaster-affected households to assess their needs, and repaired or rebuilt 316 damaged homes.

-World Renew's Refugee Program helped 261 people begin a new life in Canada last year.

On a staff-related note: transitions are occurring in the World Renew Church Relations staff in Burlington. Rhonda Elgersma has moved across to a new call in which she will be mentoring youth; her position has been ably taken up by Naomi Bula, who is the GEO coordinator for World Renew Canada. Maria Oliveira will be leaving in early May on a parental leave, and Chris Orme will fill her position. We thank Rhonda and Maria for the indelible mark they have put on the work here, and pray for god's richest blessing on them; we welcome both Naomi and Chris.

A. Upcoming Offering Dates

Annually, Synod recommends offerings for various CRCNA agencies. For the latter part of 2018, Synod again encourages the churches to hold offerings for World Renew, specifically for:

June 24: Maternal and Child Health. By late May/early June, churches will have received or have access to bulletin covers/inserts, a litany, a poster, a link to a children's video and a PPT slide for the offering.

All these resources will also be accessible [here](http://worldrenew.net/mchc): worldrenew.net/mchc.

October 8: (Thanksgiving): This is the annual World Renew offering date that focusses on Free A Family® (more information on that below). Offering resource material will be available to each church by ordering it, and/or by checking the website [here](http://worldrenew.net/offerings-campaigns) (worldrenew.net/offerings-campaigns).

November 4: World Hunger: This major campaign focusses on the churches' desire to help alleviate hunger and poverty across the world. Resources for this too will be available to each church their ordering it, or through world Renew's website [here](http://worldrenew.net).

(July 1 is Canada Day. World Renew always officially recognizes the assistance given by the Canadian people through our government. See the worldrenew.net website for these resources to help your churches celebrate that gift of assistance: a PowerPoint slide, and a bulletin insert, both of which will also be made available to all churches.)

B. Community Development: Free a Family®

Two Q+As about Free a Family®:

1. How does this program work?

To begin, when donors make their first gift, they select one of five regions of the world to support, choosing from Asia, Latin America, Eastern Africa, Western Africa, or Southern Africa. Then they will receive a postcard with a photo and information about the representative family in that region. Each quarter they will receive an update about this family, as a representation of the life changing ministry they are providing to a child and his family through Free A Family®.

1700 28th Street SE • Grand Rapids MI 49508-1407 • 800-552-7972
3475 Mainway • PO Box 5070 STN LCD 1 • Burlington ON L7R 3Y8 • 800-730-3490
worldrenew.net

2. Why does Free A Family® use “representative families”?

Not only does supporting Free A Family® help people break free from poverty and live a life of renewed hope in Christ, it does so in an amazingly efficient way. Through the use of **representative families**, the Free A Family® program keeps administrative costs low. This means that more of each donation can be used to help people in need. In exchange for this generous support, the donor will receive four updates each year about the family that World Renew is working with in the selected region. In this way, each donor can learn about and celebrate the life-changing impact that the recurring gift brings each month.

Not only that, but the **representative family** allows supporters to see how Free A Family® is changing lives in the **whole community** for the better while at a greatly reduced cost than pairing one child or family with each supporter. It is just one way that World Renew works to be good stewards of the gifts received.



THE EGONGU FAMILY



THE ESPERENCE FAMILY



THE THUNGO FAMILY

C. Disaster Response



*This funding is directed through the Canadian Foodgrains Bank.

Internationally.

We support survivors of natural disasters and conflict, prioritizing women, children, elderly, and disabled persons through:

- 1. Meeting immediate needs** of food, shelter, WASH, and other non-food items.
- 2. Helping communities rebuild** their homes and livelihoods.
- 3. Strengthening community resilience** to minimize vulnerability to future disasters.



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(See also worldrenew.net/idr)

Domestically

The full power of the hurricanes hit southern United States and Puerto Rico last fall; Disaster response Services (DRS) has begun to work there. Recovery is going to take months for some survivors. For others, it will be years. Because of the magnitude of the destruction, combined with how widespread a geographic area the hurricanes hit, World Renew anticipates being involved in recovery efforts for three years or more in Texas, Florida, and Puerto Rico. The generous donations given after the storms will provide support and needs assessments for local recovery groups, and home repairs for survivors with limitations who will not be able to fix their home without assistance.

D. What else can the people and the churches of Classis Hamilton do? LOTS!

- Do become familiar with all that's available on the World Renew website.
- Volunteer for work with Disaster Response Services (DRS..."The Green Shirts"). Information [here](#).
- Request a workshop or speaker from World Renew [here](#) (worldrenew.net/speakers-and-workshops)

Contact Peter Bulthuis (pbulthuis@worldrenew.net; 800-730-3490, ext. 4237), Maria Oliveira (moliveira@worldrenew.net, ext. 4319, or after the middle of May: Chris Orme, corne@worldrenew.net, ext. 4319), or Naomi Bula (nbula@worldrenew.net, ext. 4241 for more ideas on how we can help you achieve your ministry objectives. To learn more about World Renew's ministry and/or to sign up for our regular newsletter, please visit www.worldrenew.net.

Blessings,



Peter Bulthuis, Church Relations



APPENDIX #2 – CLASSIS STAFF REPORT

Dear Classis Representatives.

As I write this we are on the cusp of exams here at McMaster and Mohawk. Usually that means spring has arrived, but yes, that seems to be in question this year regarding the weather. In any case, the beginning of exams also mean graduation is approaching, and as is our tradition, approximately 50 students gathered together last Friday (April 6th) to celebrate the year that was and send off our graduating students with our community blessing. It was an emotional night as several students offered up heartfelt testimonies as to how they felt God worked through our community to bless and encourage them during their time at McMaster and Mohawk.

Several of the students who will be graduating this spring are veteran student leaders. I would like to note who they are and briefly thank them in this report. They are Heather Driese, Nathanian de Haan, Steven Nightingale and Mark Vanderleest. Congratulations to all of you on graduating. Thank you for your faithful work. In addition to being engaging, fun leaders, you exhibited the warm and welcoming love of Jesus to your peers. You will all be missed - God bless you!

I would also like to thank our current and returning student leaders. These are Megan Woon (Mohawk), Eric Goforth (McMaster), Shannon Prins (McMaster), John De Gelder (Mohawk), Kaitlyn Lammers (McMaster), Curtis Hoekstra (Mohawk), Joshua Hoekstra (McMaster). As is traditionally the case, all these student leaders made significant contributions of time and effort to our ministry and it is in large part due to their efforts that we had such a dynamic year.

Another significant part of our community we want to recognize and thank are our Alumni Speakers, Faculty Mentors and Denominational Representatives. These people share how they are exploring God's world and in doing that, help us develop a Reformed Worldview and Kingdom vision. They inspire us and teach us. They are: Dr. Fred Van Dyke the Executive Director of the Au Sable Institute, Dr. Matt Westerink, Lisa Nightingale, Ann Andree-Wiebe, Brian R VanOosten, David Kingma, Derek Ellens, Dr. Chris Schoon, Rev. Anthony Elenbaas, Dr. Aaron Schat, Dr. Nathan Cooper, Dr. Daniel Machiela, Ida Kaastra Mutoigo, Dr. Al Wolters, Rev. Rita Streutker Klein-Geltink to name but a few of the gifted people that spent time with us this year.

I will flesh out this report with my oral report in May, but I would like to note one more thing here. 2018 marked the fifth and final year of our covenant agreement with 'World Renew.' Five years ago, our ministry, via our Student Leaders, entered into a covenant agreement to support World Renew's Initiative to put women in Uganda into the Bee Keeping/ Apiculture Business. What that meant was, we not only prayed for World Renew, we also raised funds for them and prompted this organization at McMaster and Mohawk. It was a special moment to hear the Director of World Renew, Ida Kaastra Mutoigo tell the fellowship that "you have changed lives!" as of this year we have put over 30 women into the Bee Keeping business.

In closing, we would also like to acknowledge our 'All Things Hosts' from Classis. The people that blessed us with the gift of a home cooked meal. Sometimes our hosts were individuals, sometimes small groups – let me just say, that your contribution of a meal was instrumental in us being able to build community and share our Reformed Kingdom vision with so many.

Thank you!

Michael

Dr. Michael D. Fallon
McMaster University,
Room 231,
Phone 289-880-6134, fallonm@mcmaster.ca

APPENDIX #3 – CIC AND STATED CLERK’S REPORT

Following is a list of the significant items of interest from the CIC minutes since the last Classis meeting:

1. Reporting to Classis by Elder and Deacon Delegates to Synod:

With respect to nominations for elders and deacons to synod, it was noted that elders and deacons are not as aware of what happens at synod as they may have been in the past. This may make them hesitant to let their name stand. As a proposed solution to this information gap, it is proposed that the elder and deacon delegates to Synod 2018 and subsequent synods each be asked to provide an up to five minute video of their experiences and observations about synod.

2. Attendance of Elders and Deacons at Classis Meetings:

There were many churches with deacons missing at the most recent classis meeting or only two delegates were present from a number of churches. It was agreed that classis will be asked to set some time aside to discuss this matter. This will be communicated by way of a CIC credentials request.

3. Difficulties in Identifying Actual First Time Delegates to Classis:

It was reported that the information provided on the credentials and the activities at the registration table often results in first time delegates not signing the Covenant for Officebearers. It was noted that both synod and a neighbouring classis have discontinued having delegates sign the Covenant and ask all delegates to affirm their commitment to the Covenant by standing up at the request of the Chair of Classis to indicate their commitment to the Covenant for Officebearers. The CIC recommends that Classis Hamilton follow the precedent set by synod and ask the delegates to stand up at the request of the Chair of Classis to indicate their commitment to the Covenant for Officebearers at the beginning of each classis meeting.

4. Classiscal Counselor Final Reports:

4.1. A final report was received from Joel Bootsma with respect to the calling and installation of Kevin DeRaaf as associate pastor for his work with Resonate Global Missions at Faith CRC, Burlington.

4.2. Counselor Ken Benjamins reported that he has completed his task as Church Counselor for Mount Hamilton CRC. During Mount Hamilton’s vacancy he had been in regular contact with the chair of Council. He signed the call letter for Rev. Roelof Peereboom after ensuring that all things were in accordance with the appropriate ecclesiastical regulations. He attended and participated in the installation service of Rev Peereboom on January 19, 2018. He Commends Rev. Peereboom and Mount Hamilton CRC to the continued care of God. May God richly bless this pastor and congregation.

5. Membership Statistics:

It was brought to the attention of the CIC and herewith to classis, that the denominational yearbook information for 2018 has been published. The statistics show that Classis Hamilton had a decline in active professing members of about 4% over the prior year. This information needs to be taken into account when the 2019 Classis Hamilton budget is set.

6. Bursaries vs. Salary:

6.1. Classis Hamilton Campus Ministry Committee has been asked to develop clear written criteria for awarding bursaries to students in its emerging leadership program and to bring the resulting document back to the CIC for approval. Since bursaries are not salaries, they would not be

reported as T4 income. Ida Kaastra-Mutoigo offered to help Michael and the CHCMC in developing the bursary policies.

6.2. CIC noted that all current and proposed salaried positions fall under the requirements of the Ontario *Employment Standards Act* and CIC will need to monitor all salaries in light of that legislation.

7. Nominations:

All currently serving members of the CIC are willing and eligible to serve for another year. A motion was adopted to present the slate to the Classis Hamilton annual general membership meeting for election.

8. Advisory Committee Assignments:

CIC approved the appointment of the churches to serve as the Credentials Committee and two Overture Committees, one to deal with the request from New Hope to become a regularly constituted congregation in the CRCNA, and another to deal with an overture from First Hamilton CRC dealing with ministry shares and a request from the Classis Hamilton Youth Ministry Team to appoint a Youth Ministry Catalyst for Classis Hamilton.

Dick L. Kranendonk – Stated Clerk,
clerk@lassishamilton.ca

APPENDIX #4 – DELEGATE, FUNCTIONARY AND COMMITTEE NOMINATIONS

The following are openings and nominations as of the date this agenda was sent out. Nominations will be accepted up to and including at the Classis meeting itself.

CLASSIS INTERIM COMMITTEE

In accordance with Rules of Procedure 12.1.1, Dick Kranendonk needs to be elected as Stated Clerk for an additional one-year term.

RECOMMENDED THAT: Dick Kranendonk be re-elected as Stated Clerk for an additional one-year term commencing June 1, 2018.

In accordance with RoP 5.2.2, the Chair of Classis needs to be elected annually to serve for a one-year term at the May classis meeting to serve from the first of June till the end of May each year.

RECOMMENDED THAT: _____ be elected as Chair of Classis for a one year term.

CAMPUS MINISTRY COMMITTEE

Lisa Nightingale (second term) – She has been privileged to be a part of the campus ministry at McMaster University since the Fall of 2008. She started my Bachelor of Science in nursing and became a member of the 'All Things' campus ministry that year. She went on to become a co-leader from Fall 2010 until her graduation in 2012. During those years, she developed a great love of this Christian fellowship and the opportunity it gave to discuss and learn about living for God within our jobs and lives as a whole. It also gave her the opportunity to build solid friendships and increase her leadership skills. When she was asked to serve on this committee a few years later, she was excited to continue to be part of a ministry that was such a big part of her undergraduate years. Since then she has been working for 5.5 years at St Joseph's Hospital in Hamilton in the Intensive Care Unit. She has had the opportunity to speak at "All Things" and the Mohawk counterpart 'Solid Rock', about nursing as a Christian, as well as the medical mission trips she has been on to Haiti and Tanzania. In February, she also went to Nicaragua as part of a team discerning how her church, First CRC of Hamilton, will continue to support and work with the Nehemiah Centre. She hopes to continue to share the joys and trials of following Christ in the world with the students at both Mohawk and McMaster. She would be pleased to support this wonderful ministry through a second term in the McMaster alumni position on the Campus Ministry Committee.

HOME MISSIONS COMMITTEE

Steve Dykstra (first term) – He is a member of Meadowlands Fellowship CRC, currently working on the staff as the Program Ministries Director, with responsibilities for community outreach, staff supervision and leadership. He is a graduate of Redeemer University College and McMaster Divinity School. He is currently working towards ministerial candidacy in the CRC. He has extensive experience with community ministry and development in the greater Hamilton area.

Greg Sinclair (second term) – He is an ordained pastor in the CRC, and a part of the leadership team at New Hope Church in Hamilton's East End. Serving with Resonate Global Ministries, he is currently the Project Director for Salaam 2.0, coming alongside churches to encourage them in their outreach to Muslims. He has previously served in West Africa.

YOUTH MINISTRY TEAM

Ryan Flokstra – He is youth leader at Immanuel CRC, Hamilton.

Chloe Winter – She is student leader at Calvary CRC, Flamborough.

APPENDIX #5 – OVERTURES

The following pages contain three overtures that have been submitted for discussion and decision at the May 22, 2018 meeting of Classis Hamilton.

APPENDIX #5.1 – NEW HOPE REQUEST TO ORGANIZE

New Hope Church
1429 Main Street E. Box 102
Hamilton ON
L8K 1C2
www.newhopehamilton.ca

April 10, 2018

Dear Clerk of Classis and Representatives of Classis Hamilton,

New Hope Church has one item to add to the May 2018 Classis agenda. We would like to request that our church move from the emerging to established church status.

This January, New Hope Church celebrated 10 years of meeting together for Sunday worship. New Hope Church began over 10 years ago as an intentional small group of members from First Hamilton CRC, who met together in East Hamilton with the desire to plant a church in the neighbourhood. That church was planted and during the past 10 years, New Hope Church has achieved many things, including a growing congregation, incorporation, organized leadership, charitable status with the Canada Revenue Agency, financial stability and continued contributions to classical and denominational shares. In addition, New Hope Church has initiated and sustained many community outreach opportunities, including New Hope Community Bikes, the Crown Point Community Soccer League, the Crown Point Community Planning Team, the 'Revitalize Kenilworth' Team and more. God is at work in East Hamilton!

We have operated, for the past 10 years, as an emerging church under the sponsorship of First Hamilton CRC. After meeting with the Classis Hamilton Home Missions Committee at the end of January 2018, we sent correspondence to the Council of First Hamilton CRC, requesting their support for this organizational transition. The Council at First Hamilton CRC has given their support and approval to this request.

The Leadership Team of New Hope Church requests that Classis Hamilton set in motion, the process to move New Hope Church from an emerging church to an established church within the Christian Reformed Church.

Thank you for your consideration.

On behalf of the Leadership Team of New Hope Church,
Lena Scholman (Chair)
Jeff Neven
Mark Vanderherberg
Jess Brand

Ginelle Bucher
Ministry Coordinator and Administrator
newhopecoordinator@gmail.com
289-684-3669



As additional information, please find the names of various people on some of New Hope Church's teams below.

Leadership Team:

Lena Scholman, Chair
Jeff Neven
Mark Vanderherberg
Jess Brand

Pastoral Care Team:

Sylvia Harris, Chair
Marc Ysselstein
Tim Brand
Maria Neven
Abraham Madrandele
Pearl Cluff

Worship Planning Team:

Jen Vanderherberg
Brigitte Land
Danielle Steenwyk-Rowaan
Brad Stapleton
Erin Hiuser

Finance Team:

Wayne Scholman, Chair
Jeff Neven
Jen Vanderherberg

LETTER OF SUPPORT FROM FIRST HAMILTON CRC:



FIRST HAMILTON
CHRISTIAN REFORMED CHURCH

Date: April 11-2018

To Classis Hamilton,

The community who worship at New Hope Church in Hamilton Ontario have asked the Council of First Hamilton CRC to support their plan to become an organized congregation and be recognized by Classis as such.

First Hamilton CRC has a relationship with this community as the original partner when New Hope began worshipping in the East End of Hamilton. We continued to be a part of their journey until they registered as a Charity and became independent financially.

Our Council met on March 28th 2018 and formally approved the request from New Hope Church and provide our support for them to Organize. Also, we believe that New Hope church meet the criteria for organizing under Church Order, Article 38. We request, on their behalf, that Classis Hamilton formally recognize New Hope church as an organized congregation.

Should you require any further information, or have any questions please feel free to reach out to the following members of our executive.

1. Chair of Council: Marty Speelman – martyspeelman@gmail.com
2. Clerk of Council: Matt Van Huizen – Clerk@firsthamilton.ca
3. Pastor Chris Schoon – pastorchrisc@firsthamilton.ca

With thanks,

Matt Van Huizen
Clerk of Council

181 CHARLTON AVE. W., HAMILTON, ON, L8P2C9 | 905.528.3826 | OFFICE@FIRSTHAMILTON.CA

**New Hope Church
Balance Sheet
As of February 28, 2018**

	Totals
Assets	
Current Assets	
1550 Prepaid Insurance	376.66
Cash and cash equivalents	
1000 CIBC Bank Account	113,594.22
1100 Reserve Fund	0.00
Total Cash and cash equivalents	\$ 113,594.22
Accounts receivable (A/R)	
1120 GST Recoverable	-592.12
Total Accounts receivable (A/R)	-\$ 592.12
Total Current Assets	\$ 113,378.76
Non-current Assets	
Property, plant and equipment:	
1750 Equipment	14,314.08
1751 Accumulated Amort - Equipment	-8,907.73
Total 1750 Equipment	\$ 5,406.35
Total Non-current Assets	\$ 5,406.35
Total Assets	\$ 118,785.11
Liabilities and Equity	
Current Liabilities	
2010 Payables as of June 30	1,700.00
2100 Payroll Liabilities	
Federal Taxes	461.02
Total 2100 Payroll Liabilities	\$ 461.02
25500 GST/HST Payable	-1,461.87
Accounts Payable	
2000 Accounts Payable	0.00
Total Accounts Payable	\$ 0.00
Total Current Liabilities	\$ 699.15
Equity	
3000 Opening Bal Equity	0.00
3900 Retained Earnings	97,691.96
Profit for the year	20,394.00
Total Equity	\$ 118,085.96
Total Liabilities and Equity	\$ 118,785.11

New Hope Church
Budget vs Actuals YTD Feb 28 2018

New Hope Church	Budget	Actual YTD Feb 28
	2017-2018	2017-2018
Revenue		
PAR/Donations Box	70,700	50,418
Interest	500	768
Donations (Individuals)	-	-
Donations (Churches)	2,000	1,783
Total	73,200	52,969
Disbursements		
1. Leadership Team		
Leadership Team Meetings	500	-
Benevolent fund	1,000	530
Training/Visioning	-	575
Retreat	3,000	-
Miscellaneous	200	
sub-total	4,700	1,105
2. Worship		
Honarariums for guest speakers	1,000	250
Music License	300	-
Music Materials	100	8
Service Worship	300	-
Equipment/Software	500	961
sub-total	2,200	1,220
3. Discipleship		
Materials	200	-
sub-total	200	-
4. Children/Youth/Young Adults		
Sunday School	250	110
Nursery	250	55
Camp for Kids	2,000	-
sub-total	2,500	165
5. Fellowship/Church Life Costs		
Events	500	101
True City Conference	500	425
CAP Program	4,000	2,083
Crown Point Soccer	350	-
Refreshments	750	352

New Hope Church
Budget vs Actuals YTD Feb 28 2018

Kitchen Supplies		50	
Misc		200	3
sub-total		6,350	2,964
6. Administration/Overhead			
Staff		26,000	12,100
Staff Associated Costs		4,000	953
Advertising		500	-
Rent to Indwell		12,600	8,800
Insurance		2,000	1,953
Legal & Accounting		2,000	2,535
Office & Postage		50	103
Directories		50	-
Telephone/Website		600	392
Misc		200	70
Sub-total		48,000	26,907
7. External Ministry Support			
Hamilton Classis Shares		2,000	-
CRC - Denominational Shares		4,000	-
Diaconal Ministries Canada		250	215
New Hope Community Bikes		1,500	-
TrueCity and Other Ministries		1,500	-
Other			
Sub-total		9,250	215
Total Expenses			
		73,200	32,575
Surplus/Deficit			
		-	20,394

Classis Hamilton Youth Ministry Catalyst - Proposed Part-time Position
April, 2018

The Classis Hamilton Youth Ministry Team recommends:

(a) that Classis Hamilton approve the proposed Youth Ministry Catalyst position for an initial period of 3 years, at 8 hours/week to support the youth ministry staff and volunteers in churches in Classis Hamilton, beginning in January, 2019; and

(b) if (a) is approved, that Classis Hamilton also approve the hiring process for this position as outlined below.

History

Synod 2012 commissioned Faith Formation ministries, headed by Dr. Syd Hielema, "to encourage and equip local CRC ministry leaders in their calling to shape lifelong faith formation in their context so that all generations have an intentional and resilient faith." The ministry has cultivated volunteer 'Faith Formation Champions' in many Classes, including in Classis Hamilton since 2015. John Bijl currently serves in this role, having been a youth leader for 22 years. He has risen to their challenge to meet annually with as many of the youth leaders from our Classis as possible. This has been well-received, yet sustaining this good work on a volunteer basis is not feasible for John nor for the Classis Youth Ministry Team.

At the October, 2017 Classis Hamilton meeting the Youth Ministry Committee proposed a part-time (8 hour/week) 'Youth Ministry Catalyst' position and feedback from Classis was appreciated. Classis approved the financial support for the role in the 2018 budget, respecting that further details would be clarified regarding the need for the role, the hiring process, and the evaluation process.

Rationale

1. It improves the intentionality, consistency and longevity of connection with our youth ministry leaders. Supporting and mentoring youth leaders is a long-game. The Classis Youth Committee, for all that we do, cannot consistently visit leaders from 16 churches. Nor, if we split up the role, do all of our committee members have the depth of youth ministry experience to do the job well. In short, this position strengthens local support for what Faith Formation Ministries endorses.
2. In an April, 2018 survey of Classis Hamilton youth leaders, 2/3 of 16 respondents indicated that an annual visit would be appreciated, and nearly 90% were open to consultations as needed. (Survey results are available upon request.)
3. From the survey we learned that 40% of our youth leaders have some degree of frustration with themselves, their youth, fellow leaders or their church. Proactive consultation with a seasoned youth ministry catalyst can support them and address issues before they get worse.
4. In our denomination and our classis, young people are struggling to remain connected in our churches. We want to do all we can to support youth ministry in Classis Hamilton. Over 80% of our classis youth ministry leaders want to know how to engage our youth in

leadership opportunities. A youth ministry catalyst can help our Classis Youth Ministry team cultivate this growing potential.

5. This role, like any ministry staff, is not to do the work of ministry for others, but to help others use their gifts and do more, as per Ephesians 4:12, "to prepare God's people for works of service..."

6. Reformed leaders such as the Fuller Youth Institute and Faith Formation Ministries are developing a biblically strong, theologically sound vision for youth ministry and the Intergenerational church, and help is needed in translating this vision in practical ways for local congregations.

Mandate for the Role of Classis Youth Ministry Catalyst

Purpose: The Classis Youth Ministry Catalyst will be a person who is passionate for youth ministry and faith formation. Their role is to encourage those working on the frontline in youth ministry within each church in Classis Hamilton; to listen, pray, help connect, and be a voice, on behalf of volunteer and paid youth workers. The goal is to strengthen youth ministry in Classis Hamilton by walking alongside youth leaders, reminding them that we are all in this together and we all play a significant role in furthering the Kingdom of God.

Main Responsibilities for the Youth Catalyst in Classis Hamilton:

- A. **Connect** on a personal level with each church's youth ministry leaders in classis at least once a year to foster relationships and connections (volunteer and paid staff). Listen to the joys and struggles of youth ministry and suggest resources as needed.
- B. **Present annually at Classis**, advocating for youth ministry, which will include funding and vision casting for youth ministry. Bring awareness at the classis level of the opportunities, needs, challenges and celebrations of youth ministry volunteers and staff within Classis Hamilton. Help churches become aware of and adopt visionary practices that will strengthen the entire congregation's engagement with its younger members.
- C. **Bring awareness** of events and resources that are available to congregations in Classis and act as a conduit of information from Faith Formation Ministry and other resources. Send regular email to youth ministry personnel to inform of upcoming events: webinars for youth ministry/faith formation, multi-classes events, youth ministry opportunities and training for leadership development, etc.
- D. **Provide networking opportunities** through Classis gatherings or clusters of leaders to connect with and learn from one another. Together with the Classis Youth Ministry Team, plan an annual learning event for youth leaders and/or student leaders.
- E. **Assist in the planning of the annual youth retreat** for approximately 100 Classis Hamilton youth.
- F. **Serve on the Classis Hamilton Youth Ministry Team (YMT)**. Pray for each church's youth ministries in Classis together with the Classis YMT.
- G. **Represent congregational voices** to the Canadian YMT to help create an understanding of the diversity in classes across Canada and to discern how individual classis needs can be addressed.
- H. **Attend retreats and workshops** provided by the CRCNA for Classis Youth Ministry Leaders.

Accountability: The Classis Youth Ministry Catalyst will keep an hourly log of activities and report a summary of it to the Classis Youth Ministry Team at its bi-monthly meetings (and thus indirectly to the Classis Ministry Team {CMT}). The Classis Youth Ministry Catalyst will submit a written report to Classis annually. Verbal reports will be given annually or more frequently if the need arises. These reports will highlight ministry and missional stories of youth ministry within the Classis.

Remuneration: \$25.00/hour to be evaluated annually, consistent with other paid positions in our classis. Although weeks will vary, 8hours/week will be the average over-all time worked. An annual salary of \$10,400 will be paid over 12 monthly payments.

Expenses and mileage: Expenses to be reimbursed up to \$500 per year, paid upon submission of receipts. In addition, mileage will be reimbursed at the current rate used by the CRCNA, not to exceed \$500 for the year.

Evaluation: In a similar way as the Classis chaplaincy team does, the Classis Ministry Team will encourage and evaluate the work of the Classis Youth Ministry Catalyst annually, providing written documentation to the Classis Ministries Team in June of each year.

The position and the approved candidate will be supported by Classis for a period of three years, with the hope to renew for another three. During the third year (2021) the position will be evaluated by Classis and decided upon at the October, 2021 meeting.

Hiring Process

A job description for the role will be sent to the churches of Classis Hamilton by June, 2018. In this way we will seek a candidate who is already locally connected. Applications will be screened in July by the Classis Interim Committee, and applicants interviewed by September. A qualifying candidate will be evaluated and/or approved by Classis in October, 2018.

Sincerely,

Your Classis Hamilton Youth Ministry Committee:
Pastor Daryl DeKlerk, chair (Jarvis Ebenezer CRC)
John Bijl, Faith Formation champion (Meadowlands Ancaster CRC)
Ryan Flokstra (Hamilton Immanuel CRC)
Marian Lensink (Burlington Faith CRC)
Pastor Ben Ponsen (York Maranatha CRC)
Betty Steenbeek, clerk (Ancaster CRC)

Classical and Denominational Shares - Overture

Overture

The First Hamilton CRC Council recommends that Classis Hamilton employ a new funding partnership model with member churches based on a pledged percentage of each church's operating budget rather than the current share model which divides the costs of agreed upon ministries between the churches based on confessing adult membership numbers. If adopted, and by extension, First Hamilton CRC Council recommends that Classis Hamilton adopt a policy of encouraging member churches to give to the Denomination based on a similar model.

Rationale (Grounds)

- 1. It reflects our local church practice:** This model of pledging a percentage of our individual churches' operating budgets is in keeping with our own church practices of encouraging our members to give sacrificially in accordance with their means. By extending this practice to classical and denominational funding, we in turn encourage our churches to honour these covenant partnerships in accordance with their means.
- 2. It acknowledges financial capacity:** The share model employed by Classis Hamilton and the Denomination, while equitable according to church membership size, does not take into consideration church financial capacity. In addition, there is no natural constraint imposed upon the share model that incorporates into the classical and denominational budget processes the financial constraints of the member churches.
- 3. It honours partners with financial constraints:** Just as no individual income and capacity to give is the same, so too, the churches' incomes, expenses, and capacity to engage financially in ministry partnerships are not the same. This should not mean that those churches with less financial capacity are seen as delinquent partners, rather classical (and by extension denominational) ministries should reflect the joint capacity of all the churches, each church contributing as they have decided (2 Cor. 9:7).
- 4. It assists Councils with prioritization:** When faced with classical and denominational shares that are more than churches feel they can afford, Councils often find themselves making difficult budgetary decisions. How do they continue to honour both their covenant partnerships and their call to local church ministry? A percentage model allows for clear prioritization of local, classical, and denominational ministries.
- 5. The timing is right:** Synod 2016 asked for the share system to be looked at, and two Classes in our denomination have already adopted a model of pledged percentage giving.

Background

The churches in Classis Hamilton have entered into covenant partnership to work together in ministries that the local church alone cannot reasonably accomplish. Currently these ministries are the examination of ordination candidates and licensed exhorters, the financial support for MDiv candidates at Calvin Theological Seminary, the chaplaincy at McMaster University and Mohawk College, the chaplaincy at Shalom Manor (to finish in 2021), Classis Home Missions (including a church planting fund), and Classis Youth Ministries.

Each year these ministries are asked to submit their requests for funding to Classis through the Classis Ministry Team and the Classis Bookkeeper. Other than the example of precedent, there are no financial constraints placed upon these requests by Classis. These requests are compiled into an annual budget and the share costs for each church are calculated based on yearbook confessing adult membership numbers provided by the Denomination. In October, churches have the opportunity to review this budget, ask

questions, and propose amendments at the Classis meeting via their delegates. However, the focus of discussion at Classis is most often centered on the desire to do good and meaningful ministry work together, not whether the churches can afford it financially. Unless Councils review these requests carefully prior to the meeting and express their concerns, the financial capacity of individual churches does not come into the discussion. Even if some financial constraint were mentioned, if the majority of Classis votes in favour of the proposed budget allocations, a church may be obligated to contribute more than they can afford. Budgetary decisions for the Denomination are made in a similar fashion at the annual Synod. In recent years, this ministry share system has come under increased scrutiny both in individual Classes and at the Denominational level. At Synod 2016, the Board of Directors and subsequently the new Council of Delegates were tasked with rethinking the ministry share system. Two Classes, Illiana and Muskegeon, have already adopted an alternative system by asking their member churches to give to classical and denominational ministries a percentage of their Operating Budgets. Classis Illiana defines an Operating Budget as the Total Budget less ministry shares, pension contributions, and benevolence. This Classis encourages their member churches to give 3-4% of their Operating Budget amounts to Classis and 5-16% to the Denomination (Trinity College contributions are included in the classical percentage).

Implications for First CRC

From a resource planning and giving perspective, the share contribution model presents challenges in balancing congregational ministry needs with partnership needs. We have legitimate questions in our congregation about how individual members' giving to our church is then used to support our covenant partnerships — some people would like to honour what they consider are our obligations in keeping with our fellow CRC churches, others would prefer that the church consider partnerships only in line with our congregation's ministry priorities. For many years, First Hamilton CRC has prioritized the local church and our Classis ministry partnership over our denominational obligations. Each year this is a difficult and fraught decision for many on Council and in our congregation. Furthermore, because the denominational share is so large, it has become easy to feel paralyzed in our capacity to participate meaningfully in this partnership. With the adoption of a percentage model of giving to Classis and the Denomination, First CRC Council has the opportunity to consider how we contribute to all of our covenant partners. We have the opportunity to contribute meaningfully to all of our partners by pledging a percentage of that which we ourselves have been entrusted with. A percentage model allows us to give according to our means without fear or shame when our capacity is less or withholding when our capacity is more. We can also strive to increase percentages as we are able.

For specifics regarding the financial impact of both the current share model and a percentage model, see the following tables. **(N.B. numbers should be double checked and need confirmation on the "benevolent partnerships" designation)**

Implications for Classis

Moving from a share model based on membership to one based on church budget percentage and pledge would affect the way Classis prepares its annual budget. Classis would need pledges from member churches in advance of the budget preparation so that anticipated funds could be allocated to the various Classis ministries according to agreed upon priorities, and so that committees would have time to determine and share their plans for using their allocated resources. This may mean determining pledge amounts and ministry priorities at the May meeting and approving resource plans in October. If Classis has been exceeding the financial capacities of some of its member churches, it is possible that committees may have correspondingly less financial capacity under a pledged percentage model.

FHCRC 2017/18 Ministry Resource Plan		
Total Budget		\$ 456,098.00
Pension Fund		\$ (19,000.00)
Covenant Partnerships		
	Classis Hamilton	\$ (16,400.00)
	Redeemer UC	\$ (14,200.00)
	Shalom	\$ (4,000.00)
	Diaconal Ministries	\$ (2,000.00)
	True City	\$ -
	Denomination	\$ -
Benevolent Partnerships		
	Shalem	\$ (10,165.00)
	CAP Debt Centre	\$ (4,800.00)
Total "Operating Budget"		\$ 385,533.00
2017 Classical and Denominational Ministry Shares (FHCRC Membership at 224)		
Classis Hamilton		
	Per Member Share	\$ 72.47
	Budget Amount	\$ 16,233.28
	% of Operating Budget	4.21%
Redeemer UC		
	Per Member Share	\$ 63.05
	Budget Amount	\$ 14,123.20
	% of Operating Budget	3.66%
Denomination* ("Budget Amount" reflects ask only)		
	Per Member Share	\$ 312.96
	Budget Amount	\$ 70,103.04
	% of Operating Budget	18.18%
Total %		26.06%
2018 Classical and Denominational Ministry Shares (FHCRC Membership at 227)		
Classis Hamilton		
	Per Member Share	\$ 74.64
	Budget Amount	\$ 16,943.28
	% of Operating Budget	4.39%
Redeemer UC		
	Per Member Share	\$ 67.05
	Budget Amount	\$ 15,220.35
	% of Operating Budget	3.95%
Denomination* ("Budget Amount" reflects ask only)		
	Per Member Share	\$ 312.96
	Budget Amount	\$ 71,041.92
	% of Operating Budget	18.43%
Total %		26.77%
Percentage Share Model for Covenant Partnerships		
Total "Operating Budget"		\$ 385,533.00
Covenant Partnerships	Percentages	
	Classis Hamilton	4.00% \$ 15,421.32
	Redeemer UC	3.50% \$ 13,493.66
	Shalom	1.00% \$ 3,855.33
	Diaconal Ministries	0.50% \$ 1,927.67
	True City	1.00% \$ 3,855.33
	Denomination	4.00% \$ 15,421.32
	Totals	14.00% \$ 53,974.62
Benevolent Partnerships		
	Shalem	\$ 10,165.00
	CAP Debt Centre	\$ 4,800.00
Pension Fund		\$ 19,000.00
Total Budget		\$ 473,472.62

APPENDIX #6 – ANNUAL GENERAL MEETING MINUTES

**Minutes of the Annual General Membership of
CLASSIS HAMILTON OF THE CHRISTIAN REFORMED CHURCH**

Date: May 16, 2017 **Time:** 1:50 PM

Venue: Faith Christian Reformed Church, 2265 Mountainside Drive, Burlington, Ontario

1. Constitution of the Meeting (*By-law 5.2*)

A quorum of both churches (with two delegates absent) and of individual members of the corporation being present, the meeting was declared to be duly constituted for the transaction of business.

2. Proof of Notice for the Meeting (*By-law 5.4*)

IT WAS NOTED THAT: notice of the meeting was sent to the clerks of the classis churches and members of the Classis Interim Committee on April 1, 2017.

3. Approval of Minutes

On motion duly moved, seconded and carried **IT WAS RESOLVED THAT:** the minutes of the 2016 Annual General Meeting were approved.

4. By-law Amendment

On motion duly moved, seconded and carried **IT WAS RESOLVED THAT:**

1. The merger of the Classis Interim Committee with the Board of Directors into a single body is approved.
2. The By-law is hereby amended accordingly and in addition it is brought up to date with current law and organizational practice.
3. The membership of the new CIC is limited to five individuals with the Stated Clerk and Mission Director to be present at meetings as resource persons without vote.
4. The maximum expenditure to update the By-law is approved at \$5,000.

5. Election of the Classis Interim Committee (CIC) who serve as individual members of Classis Hamilton until the May 2018 meeting of Classis (*By-law 4.2.2*).

The following were elected to serve a one-year term on the CIC:

Ken Benjamins	Gillian Bruce
Ida Kaastra-Mutoigo	Jake Ellens
Bruce Dykstra	(Chair of Classis to still be determined by CMT)

6. Audited 2016 Financial Statements

On motion duly moved, seconded and carried **IT WAS RESOLVED THAT:** the audited financial statements and the auditor's report thereon for fiscal 2016 were approved.

7. Auditor for 2017

On motion duly made, seconded and carried **IT WAS RESOLVED THAT:** DBK Accounting Professional Corporation is re-appointed as auditor for fiscal 2017.

8. Closing of AGM

There being no further business, the AGM was terminated.

President

Reporter

APPENDIX #7 – BOARD OF DIRECTOR NOMINATIONS (CIC)

According to General Operating By-Law Number 1, Section 13.3, and Rules of Procedure 13.2.1, five CIC members must be elected annually by the delegates at the May Annual General Meeting. CIC members may not serve for more than six one-year terms consecutively. Following are the incumbent members:

Incumbent members to be nominated at the classis meeting and re-elected at the AGM:

Ken Benjamins (sixth term) – He is pastor of Calvin CRC, Dundas.

Jake Ellens (third term) – He is a member of Hope CRC, Brantford.

Ida Kaastra-Mutoigo (fourth term) – She is a member of Immanuel CRC, Hamilton.

Gillian Bruce (third term) – She is a member of First Hamilton CRC, Hamilton.

William Koopmans (second term) – He is pastor of Hope CRC, Brantford.

RECOMMENDED THAT: The slate of names noted above be elected for a one-year term commencing June 1, 2018.

APPENDIX #8 – AUDITED FINANCIAL STATEMENTS

Due to unforeseen circumstances, the final statements with DRAFT removed were not available at the agenda deadline. However, these DRAFT financial statements were approved as is by the CIC at its meeting held on April 13, 2018.

CLASSIS HAMILTON OF THE CHRISTIAN REFORMED CHURCH

FINANCIAL STATEMENTS

DECEMBER 31, 2017

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INDEPENDENT AUDITOR'S REPORT

To the Members of
Classis Hamilton of the Christian Reformed Church

We have audited the accompanying financial statements of Classis Hamilton of the Christian Reformed Church, which comprise the balance sheet as at December 31, 2017, and the statements of revenues and expenses, changes in fund balances and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the organization's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Classis Hamilton of the Christian Reformed Church as at December 31, 2017, and its financial performance and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Hamilton, Ontario
March 27, 2018

DBK Accounting Professional Corporation
Authorized to practice public accounting by the Chartered
Professional Accountants of Ontario

CLASSIS HAMILTON OF THE CHRISTIAN REFORMED CHURCH

**BALANCE SHEET
AS AT DECEMBER 31, 2017**

	2017	2016
ASSETS		
Current Assets		
Cash	\$ 115,718	\$ 121,345
Accounts receivable	24,897	28,826
GST/HST recoverable	835	1,039
Prepaid expenses	6,884	1,738
	<u>148,334</u>	<u>152,948</u>
Other Assets		
Loans receivable (Note 4)	169,793	139,374
	<u>\$ 318,127</u>	<u>\$ 292,322</u>
LIABILITIES		
Current Liabilities		
Accounts payable and accrued liabilities	\$ 4,601	\$ 6,239
EXTERNALLY RESTRICTED FUND BALANCES		
Classis Expense Fund	37,548	30,944
McMaster Campus Ministry	30,462	52,242
Classical Candidacy	202,426	160,841
Shalom Manor	348	262
Future Church Planting	42,087	41,139
Quad Classis Retreat	655	655
	<u>313,526</u>	<u>286,083</u>
	<u>\$ 318,127</u>	<u>\$ 292,322</u>

Approved on behalf of the Board

Director _____

Director _____

Draft - March 15, 2018

CLASSIS HAMILTON OF THE CHRISTIAN REFORMED CHURCH

**STATEMENT OF CHANGES IN RESTRICTED FUND BALANCES
FOR THE YEAR ENDED DECEMBER 31, 2017**

	2017 Classis Expense Fund	2017 McMaster Campus Ministry	2017 Classical Candidacy	2017 Shalom Manor	2017 Future Church Planting	2017 Quad Classis Retreat	2017 Total	2016 Total
FUND BALANCES, beginning of year	30,944	52,242	160,841	262	41,139	655	286,083	267,889
Excess (deficiency) of revenues over expenses	6,604	(21,780)	41,585	86	948	-	27,443	18,194
FUND BALANCES, end of year	<u>37,548</u>	<u>30,462</u>	<u>202,426</u>	<u>348</u>	<u>42,087</u>	<u>655</u>	<u>313,526</u>	<u>286,083</u>

Draft - March 15, 2018

CLASSIS HAMILTON OF THE CHRISTIAN REFORMED CHURCH

**STATEMENT OF REVENUES AND EXPENSES - CLASSIS EXPENSE FUND
FOR THE YEAR ENDED DECEMBER 31, 2017**

	<u>2017</u>	<u>2016</u>
REVENUES		
Classis ministry shares	\$ 52,582	\$ 34,586
Interest income	1,127	1,419
	<u>53,709</u>	<u>36,005</u>
EXPENSES		
Conferences and professional development	13,592	1,205
Insurance	1,567	1,645
Office, postage and general	2,093	2,227
Professional fees	8,377	4,973
Salaries and benefits	17,356	30,136
Travel	3,386	4,453
Youth ministry	734	1,200
	<u>47,105</u>	<u>45,839</u>
Excess (deficiency) of revenues over expenses	<u>\$ 6,604</u>	<u>\$ (9,834)</u>

STATEMENT OF REVENUES AND EXPENSES - SUSTAINING PASTORAL EXCELLENCE

EXPENSES		
Conferences and professional development	\$ -	\$ 5,037
Grant refund to Christian Reformed Church	-	3,740
Meals and hospitality	-	549
	<u>-</u>	<u>9,326</u>
Excess (deficiency) of revenues over expenses	<u>\$ -</u>	<u>\$ (9,326)</u>

STATEMENT OF REVENUES AND EXPENSES - MCMASTER CAMPUS MINISTRY

REVENUE		
Classis ministry shares	\$ 110,254	\$ 108,629
Grants from churches and other organizations	10,822	9,967
Conference fees	868	6,058
	<u>121,944</u>	<u>124,654</u>
EXPENSES		
Assistant to chaplains	5,500	5,500
Conference fees and professional development	1,490	6,558
Meals and hospitality	4,195	3,914
Office, postage and general	2,018	1,050
Salaries and benefits	126,408	125,479
Travel	4,113	4,290
	<u>143,724</u>	<u>146,791</u>
Excess (deficiency) of revenues over expenses	<u>\$ (21,780)</u>	<u>\$ (22,137)</u>

CLASSIS HAMILTON OF THE CHRISTIAN REFORMED CHURCH

**STATEMENT OF REVENUES AND EXPENSES - OTHER RESTRICTED FUNDS
DECEMBER 31, 2017**

	Classical Candidacy 2017	Shalom Manor 2017	Future Church Planting 2017	Total 2017	Total 2016
REVENUE					
Ministry shares	\$ 60,089	\$ 43,066	\$ -	\$ 103,155	\$ 100,749
Future Church share	-	-	6,000	6,000	5,331
Quad Classis Retreat	-	-	-	-	9,309
Interest income	2,866	-	-	2,866	3,191
	<u>62,955</u>	<u>43,066</u>	<u>6,000</u>	<u>112,021</u>	<u>118,580</u>
EXPENSES					
Loans forgiven	16,702	-	-	16,702	2,551
Grants	-	42,980	5,052	48,032	43,381
Conferences and professional development	-	-	-	-	8,654
Candidate benefits	4,668	-	-	4,668	4,503
	<u>21,370</u>	<u>42,980</u>	<u>5,052</u>	<u>69,402</u>	<u>59,089</u>
Excess (deficiency) of revenues over expenses	<u>\$ 41,585</u>	<u>\$ 86</u>	<u>\$ 948</u>	<u>\$ 42,619</u>	<u>\$ 59,491</u>

Draft - March 15, 2018

CLASSIS HAMILTON OF THE CHRISTIAN REFORMED CHURCH

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2017**

	<u>2017</u>	<u>2016</u>
OPERATING ACTIVITIES		
Excess (deficiency) of revenues over expenses	\$ 27,443	\$ 18,194
Change in non-cash working capital items		
Accounts receivable	3,929	(9,766)
GST/HST recoverable	204	1,558
Accounts payable and accrued liabilities	(1,636)	900
Prepaid expenses	<u>(5,147)</u>	<u>(435)</u>
	24,793	10,451
 INVESTING ACTIVITIES		
Loans receivable	<u>(30,419)</u>	<u>(36,666)</u>
 Decrease in cash	(5,626)	(26,215)
Cash, beginning of year	121,345	147,560
Cash, end of year	<u>\$ 115,719</u>	<u>\$ 121,345</u>

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CLASSIS HAMILTON OF THE CHRISTIAN REFORMED CHURCH

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 2017

1. PURPOSE OF THE ORGANIZATION

The organization was incorporated as a corporation without share capital under the Ontario Corporations Act on October 28, 2008. The corporation is a registered charity and is therefore exempt from payment of income taxes as provided under the Income Tax Act.

Its purpose is to advance and teach the religious tenets, doctrines, observances and culture associated with the Christian Reformed faith.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies:

(a) FUND ACCOUNTING

The organization follows the restricted fund method of accounting for donations.

The Classical Candidacy Committee accounts for the assistance provided to seminary students.

The Classis Expense Fund accounts for the organization's administrative activities.

The Restricted Fund reports revenues and expenses related to the various Christian Reformed Church ministries and causes. This includes the The McMaster Campus Ministry.

(b) REVENUE RECOGNITION

Restricted donations related to general operations are recognized as revenue of the Classis Expense Fund in the year in which the related expenses are incurred. All other restricted donations are recognized as revenue of the appropriate restricted fund.

Donations are recognized as revenue in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Investment income and conference fees are recognized as revenue in the period it is earned.

(c) CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash and short-term investments with maturities of three months or less from their date of acquisition, which are readily convertible into a known amount of cash, and are subject to an insignificant risk to changes in their fair value.

(d) CAPITAL ASSETS

Furniture and equipment acquisitions are expensed fully in the year of purchase and thus not recorded on the balance sheet.

(e) USE OF ESTIMATES

The preparation of these financial statements requires management to make estimates and assumptions that affect revenues and expenses during the reporting periods in addition to the reported amounts of assets and liabilities at the date of the financial statements. Actual results may differ from those estimates.

CLASSIS HAMILTON OF THE CHRISTIAN REFORMED CHURCH

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 2017

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

(f) FINANCIAL INSTRUMENTS

The organization initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instrument.

The organization subsequently measures all its financial assets and financial liabilities at amortized cost. Financial assets measured at amortized cost include cash, GST/HST recoverable, accounts receivable and loans receivable. Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

At the end of reporting period, the organization assesses whether there are any indications that a financial asset may be impaired. When there is an indication of impairment, the carrying amount of the asset is reduced and the amount of the reduction is recognized as an impairment loss in the statement of revenues and expenses.

(g) VOLUNTEER SERVICES

Because the hours of service by volunteers are not normally purchased by the organization and the difficulty in determining their fair market value, contributed services are not recognized in the financial statements.

(h) FOREIGN CURRENCY TRANSLATION

Monetary assets and liabilities denominated in foreign currencies are translated at the exchange rate in effect at the balance sheet date. Revenues and expenses are translated at the exchange rate prevailing at the date in which the transaction took place. Foreign exchange gains and losses are included in the statement of revenues and expenses.

3. FINANCIAL INSTRUMENTS

Unless otherwise noted, it is management's opinion that the organization is not exposed to significant interest or credit risks arising from these financial instruments.

Liquidity Risk

Liquidity risk arises through excess financial obligations over available financial assets at any point in time. The organization's objective in managing liquidity risk is to maintain sufficient readily available reserves in order to meet its liquidity requirements at any point in time. The organization achieves this by maintaining sufficient cash and cash equivalents.

Foreign Currency Risk

The organization is exposed to foreign exchange risk in United States dollars. The organization is exposed to this risk when an obligation in a foreign currency to another organization or individual, is different at the time of settlement than it was at time that the obligation was determined. The organization reduces its exposure to foreign exchange risk by carefully monitoring exchange rates on its obligations and attempts to maintain adequate foreign currency balances in its bank to discharge its related foreign currency obligations. In the opinion of management the foreign exchange risk exposure to the organization is low and is not material. As at year end, the organization had \$1,107US in cash.

CLASSIS HAMILTON OF THE CHRISTIAN REFORMED CHURCH

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 2017

4. LOANS RECEIVABLE

	2017	2016
Loans receivable	\$ 169,793	\$ 139,374

These loans receivable were advanced to assist individuals who are studying to become ministers in the Christian Reformed Church in North America (CRCNA) and are advanced based on financial need. The loans will accrue interest at 1% above the prime lending rate, commencing six months after the borrower terminates or completes the course of studies unless the borrower becomes an ordained minister in the CRCNA or the Reformed Church of America (RCA), has been declared eligible for ministry but has not been hired, or continues in a qualified educational program.

Under certain conditions the borrower will be required to repay the loan over a ten year period commencing six months after the CRCNA has decided that the person is no longer a candidate for ordained ministry. In other situations the borrower will be required to pay interest and repay the loan principal over a five year period.

The loan is interest free while the individual is studying and 20% of the loan will be forgiven annually if the borrower becomes and remains a minister in the CRCNA or the RCA for at least five years.

5. COMMITMENTS

Under the terms of various contracts and agreements, the organization will be required to make payments of \$42,343 in 2018 and \$5,100 in 2019.

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**Further Notes to Explain the Highlighted Amounts in the Financial Statements Above
Financial Statements**

Page	Notes
Page 1 Balance Sheet	The amount of \$169,793 in the Other Assets, Loans receivable line represents the amount currently owed to Classis Hamilton through the Candidacy forgivable loan program. That amount is therefore also included in the total Fund Balance for the Classical Candidacy Committee, \$202,426. The actual cash amount is the difference between the two.
Page 3 Statement of Revenues and Expenses - Classis Expense Fund	The amount of \$13,502 for Conferences and professional development includes the Fall 2017 Classis Youth Retreat.
Page 4 Statement of Revenues and Expenses - Other Restricted Funds	The amount of \$5,052 in the Grants line includes amounts for Crosstowne church plant and Classis Hamilton church initiatives.
Page 8 Notes to the Financial Statements	The amounts under note #5 Commitments represent funds committed to Classis Hamilton candidate support at Calvin Seminary.

Balance Sheet

Account	Notes
1320 Prepaid expenses	The amount of \$6209.85 represents the 2018 payment for the Bridge App.