To the synod of the Canadian reformed Churches in their meeting at Toronto in November of 1974.

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Dear Brethren,

I respectfully submit the following reprt regarding the state of the Archives that are kept at the church of Burlington, Ont.

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Most of the letters, suggestions, reports, protest and appeals send to the meetings of the synods of these churches of the past to the present time are in a 7x4x2 feet storage cabinet in the basement of the Ebenezer Canadian Reformed Church of Burlington..However a few documents are missing sing and without a doubt are present in some well organized local church well kept archives. A request from a past synomized local copy has not produced any results, not even a single inquiry. It is quite possible that only a few people are aware of the existence of these archives.

The contents are arranged in the same order as the adopted agenda of any synod. This is the only way for me to check on what should be present. I wish to emphasize that most original( that is correspondence as receive by the convening church)appeals, reports etc. are <u>NOT</u> present, only <u>type</u> written copies. On top of that, they are not signed at all!.

## PLANS AND RECOMMENDATIONS:

1. The church of Toronto received my recommendation and suggestions to index and file all incoming correspondence and reports in the same order as the agenda for synod New Westminster 1971 and to keep these in a binder (loose leaf binder that is to facilitate adding incoming corresspondence and reports or retrieval of the same for copying purposes only)!!! and to use this volume as a reference volume only at synod meetings when necessary. Working copies can be made from these for the xx use of the various committees. Synods reports and correspondence should be filed in the same way, father by the clerk of the synod or by myself.This method will simplify work for xall parties concerned. 2. That synod instruct her clerk to forward all articles for the archives AT ONCE to the church of Burlington, P.O. Box 124, Burlington, Ont. 3. I would like to receive your mandate any extra copies of working reports of all previous synods, EXCEPT the last one.

4. For the benefit of the future it is advisable that all particular synods and classes send copies of their official acts (minutes) to the church at Burlington. This has been agreed upon in the past is not always adhered to!.

5. To instruct the archivist to keep 12(?) copies of all the synods on hand for future use.Perhaps 4 copies is sufficient.Duplicating machines will enable us to supply any part or the whole copy on request with the cost being charged to the requesting party.

Any other recommendations will be gladly received by the undersigned (who is responsible to the consistory of the Ebenezer Can.Ref.Church of Burlington).

I am gratefull for the opportunity given to me to discuss the above report during a lunch hour.

Respectfully submitted, Yours in Christ,

Minh

K. Vink.	
General synod meeting in Toronto, No	v. 1974. SUBJECT Nov.15/74. Acts of past meetings.
MESSAGE	
I have investigated the numbers of copie	
perhaps a very limited scale. Enclosed	
5 copies of the 1958 meeting. Several brethren have expressed an interest.	
I wish that you would distribute these as follows:	
Rev. Geertsema, and , rev. Vanrongen, br. Visser each one copy of the 1954 Acts and	
of the 1958 Acts. The consistory of Carm	an one copy of the 1954 Acts.The names
of the other brethren that asked form a copy has escaped me.I wish it to be	
understood that I have not made any promises to anybody!. With regards to other Acts, including the above years, I have about 50 copies on hand.The exception is the year 1962. Only ONE copy is present and it is well	
ooked after. This was what the questiona	
because these were printed no doubt in a similar quantity as all the other acta. Where are they then at this time?Is it still possible to investigate this open question? Please change the last sentence of my report to you(under "contents")	
" On top of that, SOME are not signed at all." K. Vink.	
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USE LOWER PORTION FOR REPLY FROM	DATE