

October 20, 2021

To General Synod Guelph-Emmanuel 2022  
c/o Consistory and Deacons of the Guelph-Emmanuel Canadian Reformed Church

Re: Report on the Archives of General Synod  
Request to update the Guidelines for General Synods  
Request for a mandate for the Archive Church

Esteemed brothers,

General Synod Edmonton 2019 re-appointed Burlington Ebenezer Church to keep and maintain the archives for General Synod.

The requisition notices to the synodical committees were sent in July 2019. Notices were sent to the Committee for Relations with Churches Abroad (CRCA), the Committee for Contact with Churches in North America (CCCNA), the Committee for the Canadian Reformed Website, the Committee for Pastoral Training Program Funding, the Committee for Church Unity and the Committee for Bible Translations.

The minutes of meetings, and joint meetings and the correspondence of the Committee for Church Unity, which is now defunct, have been filed and catalogued in the archives. The correspondence and documents from the Sub-Committee on Relations with Churches in the Netherlands (of the CRCA) up to 2019 have been filed and catalogued. The CRCA requested to keep their own archives for material older than ten years until they no longer need the documents for their duties. Since this request was in accord with the decision of Synod 2010, the request was granted. We have not received any response from the Committee for Contact with Churches in North America, the Committee for the Canadian Reformed Website, the Committee for Pastoral Training Program Funding or the Committee for Bible Translations.

We received three inquiries for information or request for materials from the archives since the last General Synod.

1. Lincoln Vineyard Church asked for documents regarding a confidential matter concerning an issue between the consistory and a member of their church. The documents requested were sent.
2. The new combined subcommittee of the CRCA and the CCCNA requested a copy of a letter from a church regarding the new subcommittee. A copy of the letter was sent.
3. A request from Rev. R.C. Janssen regarding a committee report pertinent to his work for the CRCA. A letter and information were sent.

The archives have been inspected by two brothers representing the Burlington Rehoboth Church, and they will submit a separate report on the inspection to General Synod.

While the documents from General Synod Edmonton 2019 have been filed and catalogued, it should be noted that there was an issue obtaining all the material for the archives. The cause of this difficulty is that

the Guidelines of General Synod do not specify who has the responsibility to ensure that all documents are forwarded to our church. To address this issue, we propose that the Guidelines of General Synod be amended to assign to the Second Clerk of General Synod the responsibility to ensure that all documents for the archives are passed on to the church responsible for the care of the General Synod Archives, the Ebenezer Canadian Reformed Church in Burlington. The documents should include:

- The credentials of the delegates to General Synod;
- The sign-in sheet;
- The credentials of the observers delegated by churches with which we have Ecclesiastical Fellowship;
- All committee reports to General Synod;
- All letters from the churches regarding the committee reports;
- All overtures from the Regional Synods;
- All letters from the churches regarding the overtures;
- All appeals;
- All letters sent to individuals and churches regarding decisions of General Synod on appeals, including confidential appeals; and
- All letters of appointment and appreciation sent to individuals and churches.

To accomplish this, we propose the following addition to the duties of the Second Clerk under the **Guidelines for General Synods**:

III D 4 He shall ensure that a signed copy of all materials of General Synod and all materials submitted to General Synod be compiled in the order of the agenda and forwarded as soon as possible to the Church responsible for preserving the Archives of General Synod.

Lastly, to provide clarity for the Archive Church in terms of its role and accountabilities, we request General Synod to assign a mandate for the Archive Church. We submit the attached draft mandate for General Synod Guelph-Emmanuel 2022's consideration. The mandate was written using decisions made by previous General Synods.

For Ebenezer Consistory and the Deacons,



Marcel Kampen, Clerk