

## ***Agenda for the meeting of Classis Grandville***

### ***Worshiping one Lord and Savior Jesus Christ in four languages***

A gathering of Christian Reformed Churches in Byron Center, Dorr, Grandville and Wyoming

*Albanian Christian Ministry (emerging), First Byron Center, Second Byron Center, Calvary, Dorr, Emanuel Hispanic, Faith Community, Fellowship, Friendship, Hahn-In, Hanley, Heritage, Hope, Ivanrest, J.A.M. [Jesus and Me] (emerging), Lee Street, Pathway, South Grandville, Southwest Community (emerging)*

**Date: September 17, 2020**

**Time: 6:00 p.m.**

**Location: First Byron Center CRC  
8541 Byron Center Avenue SW  
Byron Center, Michigan 49315**

**Chairperson: Rev. Bob Huisman**

**Stated Clerk: Rev. Dan Mouw**

#### **Please note the following:**

**Because of Covid-19 limitations, Classis Grandville's September meeting will not begin as usual at 4:00 p.m. but will begin at 6:00 p.m. instead, and supper will not be served. We will socially distance in the sanctuary of First Byron Center CRC; masks will be required. Delegates who prefer to attend the meeting virtually through Zoom will be able to do so. Contact information for joining Zoom will be communicated later.**

**To limit contact please submit your classical credentials to me prior to the meeting either via email ([danielbmouw@gmail.com](mailto:danielbmouw@gmail.com)) or by mail (5642 Trinity Lane, S.W., Wyoming, Michigan 49418). Please note the name and email address of any of your delegates who plan to attend this meeting on Zoom instead of in person. Also, please note which, if any, of your delegates is a first-time delegate.**

**This agenda is being distributed to the churches of classis electronically. Limited paper copies will be available at this meeting. Councils are asked to send a minister delegate, an elder delegate and a deacon delegate to this session of Classis. Please make sure that your delegates and alternates receive this agenda.**

## 1. WELCOME

- a. Rev. Bob Huisman takes the chair. Vice-chairperson is Pastor Jim Heethuis.
- b. Welcome to delegates and visitors
- c. Explanation of agenda and meeting process

## 2. EXAMINATION OF DR. DAVID MURRAY FOR COMMISSIONED PASTOR

- a. Report on the Dr. Murray's sermon on his assigned text: Rev. Hank Vlaardingerbroek and Rev. Tim Holwerda
- b. Examination of Candidate Murray [Rev. Adam Nordyke, examiner]
- c. Delegates vote on a motion to approve Dr. Murray for the office of Commissioned Pastor at First Byron Center Christian Reformed Church
- d. Time of prayer

## 3. MINISTRY LOCAL

- a. Executive Team report – Rev. Dan Mouw [attached]
  - 1) Community Impact Team report – Rev. Kent Rottman
  - 2) Established Church Development Team report – Rev. Barb Sanders
  - 3) Stewardship Team report – Rev. Rog Groenboom
    - Presentation of the proposed 2021 classical budget [attached]
  - 4) Leadership Development report – Rev. Bob Huisman
  - 5) Prayer Team report – Rev. Doug Fauble
- b. Diaconal Team report [attached]
- c. Regional Pastor – Rev. Art Schoonveld [see attached letter of resignation]
  - Recommendation for a revised job description for this position [search team members are Rev. Bob Huisman and Rev. Tim Holwerda]
- d. Church Counselors – First Byron Center CRC (Rev. Dan Mouw)  
Ivanrest CRC (Rev. Joel Boot)
- e. Church Visitors

## 4. ADMINISTRATION

- a. Stated Clerk's report – Rev. Dan Mouw [attached]
- b. Classical Treasurer's report – Terry Nyenhuis
- c. Credentials Committee report
- d. Classical Renewal Team report – Rev. Tom Vander Ploeg [provisional report attached for information and questions]
- e. Safe Church Team report – Bryna Parsels

## 5. MINISTRY GLOBAL

- a. CRCNA Council of Delegates – Rachel Bouwkamp

b. World Renew – Marc Faasse

6. CLOSING

**Next regular meeting of Classis Grandville:**

**Thursday, January 21, 2021**



# FIRST BYRON

CHRISTIAN REFORMED CHURCH

July 14, 2020

Executive Committee

Classis Grandville

Re: Letter of Reference for Dr. David Murray

Dear Brothers and Sisters:

Following the departure of Rev. Thomas Groelsema last fall, First Byron Center CRC has been seeking God's will in leading us to a pastor who will serve as senior pastor. By His grace, God has clearly led us to Dr. David Murray and Dr. Murray to us. Each has felt the unmistakable leading of God in this process, with the Search Committee, Council, and congregation of First Byron overwhelmingly in favor of calling him. Dr. Murray accepted our call, with the desired process to be that Dr. Murray would serve as a commissioned pastor at First Byron, while remaining an ordained pastor in the PCA. Classis approved our job description for this Commissioned Pastor serving as Senior Pastor and will examine him on September 17.

The Council and congregation of First Byron heartily endorse and recommend Pastor David to Classis Grandville for approval as commissioned pastor. Pastor David is well qualified as a pastor, having served for 25 years in pastoral and academic settings. More importantly, he is an excellent expository preacher, a gifted teacher with a clear presentation understandable to adults and youth, and a compassionate counselor with a heart to help the hurting. Despite his many gifts, he is a truly humble man, seeing God and God alone at work in his life, equipping him for ministry. He also is gifted and effective in the use of digital media for the kingdom of God, using blogs and web sites to advance the truths of the Gospel. We are confident he will be a rich blessing to our church, to Byron Center and West Michigan, and to the larger church of God.

The Council is pleased to unequivocally endorse and recommend Dr. David Murray for approval to Classis Grandville as commissioned pastor for First Byron CRC.

In Christ,

Steve Longstreet, President of Council

Robert Mast, Clerk of Council

First Byron CRC

**Executive Team report  
Classis Grandville  
September 17, 2020**

The Executive Team reports the following summation of its meetings and actions since the January, 2020 meeting of Classis Grandville.

**February 4, 2020**

1. The Executive Team agreed to change the date of the May, 2020 classis meeting from the scheduled date of May 21 to May 14 because of conflicts with Ascension Day and graduation at South Christian High School [this meeting was ultimately cancelled because of Covid-19].
2. The stated clerk was requested to contact Pastor Church Resources for advice and assistance following the pastoral transition at the Hahn-In CRC.
3. The stated clerk reported that he had received the ministerial credentials for two retired ministers:

The ministerial credentials of Rev. Alfred J. Van Dellen have been sent to the South Grandville CRC from the Sanborn, Iowa, CRC and the ministerial credentials of Rev. Ron Baker have been sent to the Calvary CRC from the Trinity CRC in Fremont, Michigan.

**May 5, 2020 (meeting on Zoom)**

The Leadership Development team was given the go-ahead to simplify and streamline the application process for the student fund.

**June 2, 2020**

1. At the recommendation of the Stewardship Team the Executive Team decided that, even though the denomination is moving to a fiscal year budget in 2021, Classis Grandville will maintain its current budgeting process for one more year and begin a fiscal year budget in 2022.
2. The Executive Team decided to request Dr. David Murray and two representatives of the First Byron Center CRC to meet with them to discuss their request that Dr. Murray be approved to serve as their lead pastor in the office of commissioned pastor. A special meeting of classis to address their proposed job description was scheduled for July 9, 2020.
3. The Pathway CRC requested that their commissioned pastor, Jim Heethuis, be approved to serve as their lead pastor subsequent to the retirement of Steve Elzinga at

the end of 2020. The Executive Team agreed to waive the requirement for a sermon evaluation in light of a previous classical sermon evaluation in 2005.

**The Executive Team recommends to Classis Grandville that Jim not be required to pursue an MDiv degree in light of his age and extensive ministry experience.**

4. **The Executive Team recommends to Classis Grandville that it grant the request of the Council of the Lee Street CRC (see attached letter) to approve the retirement, due to age, of their pastor, Rev. Kent Rottman, on November 2, 2020.**

#### **June 9, 2020**

The Executive Team interviewed Dr. David Murray, along with the vice-president and clerk of the Council of First Byron Center CRC.

#### **August 4, 2020**

1. The Community Impact Team noted that the 3 year financial commitments that classis made to the Albanian Church and Southwest Community Church have been completed. These churches are permitted to seek further financial support in the future.
2. The Executive Team reviewed a proposed 2021 classical budget. It decided to include the following items in that proposed budget:
  - a) That the Volunteers in Service contract be reduced from \$12,000 to \$6000 for budgetary reasons, a desire for more accountability, and the apparent underutilization of VIS by some of the diaconates within classis.
  - b) A cost of living increase of 2% be added to the salaried positions.
  - c) A stipend of \$1500 be paid for Executive Team leaders.
3. The Executive Team met with Suzanne Reinink, who now implements the diaconal contract that Classis Grandville has with VIS.
4. Rev. Art Schoonveld has submitted his resignation from the work of Pastors' Pastor as of September 15, 2020. The Executive Team accepted his resignation with great appreciation for his work. The Executive Team appointed Leadership Development Team members Rev. Bob Huisman and Rev. Tim Holwerda to review and revise the current job description and serve as a search committee.
5. The Executive Team decided to schedule the September 17 classis meeting with the option for delegates of meeting in person or on Zoom. First Byron Center CRC will be asked to host this meeting.
6. A job descriptions for commissioned pastor candidate Steve Winkle (Ivanrest CRC) will be presented for approval at the September meeting of Classis Grandville [attached]

Because Steve was previously examined by Classis Grand Rapids East on March 30, 2017 for the office of Commissioned Pastor, and because that examination included an assigned text and a sermon evaluation, the Executive Team will waive another examination, as permitted in the Commissioned Pastor Handbook.

This proposed job description has already been reviewed and approved by synodical deputies Rev. Al Gelder (Classis Grand Rapids East), Rev. Henry Admiraal (Classis Grandville Rapids North) and Rev. Stephen Terpstra (Classis Zeeland).

7. The assigned text for the classical sermon of Dr. David Murray is Ephesians 3:14-21. Sermon examiners will be Rev. Hank Vlaardingerbroek and Rev. Tim Holwerda. This sermon will be preached at the First Byron Center CRC on September 13, 2020. Rev. Adam Nordyke will conduct the examination at the classis meeting.
  
8. Pastor Church Resources has appointed a four person mentoring team to assist the Hahn-In CRC as they transition to a new pastor  
Professor Young Ahn Kan  
Rev. Hun Suk Bae  
Rev. Duane Nieuwsma  
Rev. Bryce Mensink  
[in addition, Rev. Charles Kim will serve as a special advisor].

**August 10, 2020 (email communication)**

The Executive Team accepted the recommendation of the Established Church Development Team that \$5000 in their fund balance be transferred to the Executive Team and applied to the Executive Team deficit.

Respectfully submitted,

Dan Mouw, stated clerk

**JOB DESCRIPTION- Steve Winkle, Commissioned Pastor  
IVANREST CHRISTIAN REFORMED CHURCH  
DIRECTOR OF COMMUNITY CONNECTIONS AND OUTREACH**

**I. Qualifications**

- A. Must be a mature Christian person who gives evidence of a genuine commitment to Jesus Christ and His Church
- B. Must possess a commitment to the vision of Ivanrest Church, a passion for greater Kingdom growth through service and outreach, and a willingness to support and engage in the programs of Ivanrest Church.
- C. Must demonstrate the ability to evaluate current outreach and community connection programs and discern best plans for future involvement
- D. Must be an effective communicator with good interpersonal and organizational skills, accompanied by the ability to lead and motivate people
- E. Must be passionate about building relationships with people and demonstrate a heart for service
- F. Must have a bachelor's degree in a related field or equivalent years of experience
- G. Prior experience in a related area is preferred
- H. Must be or become an active member of Ivanrest CRC

**II. Responsibilities**

- A. To partner with the members of the Ministry Strategy Team to help cast the vision, direct the ministry, and set the goals for Ivanrest Church, while working with the Community Connections and Outreach Focus Team and members to accomplish the work.
- B. To cultivate and enhance connections within Ivanrest Church that will challenge people of all ages to serve one another
- C. To create and nurture opportunities for intergenerational connections and relational growth
- D. To ensure that there is an effective hospitality ministry, seeking out and welcoming those who are new, then connecting them to the discipleship process at Ivanrest Church
- E. To develop and provide leadership for events that connect Ivanrest Church to the neighboring community (e.g. Easter Egg Hunt, Music in Motion)
- F. To identify, equip and empower volunteers to both serve and lead
- G. To advocate for and administer current and potential service and outreach opportunities (e.g. Family Promise, mission trips), encouraging and empowering members to discover, develop and use their spiritual gifts, passions and talents
- H. To coordinate with individuals and organizations in the local community to identify ministry opportunities and partnerships while increasing the presence and profile of Ivanrest Church in the community
- I. To consistently communicate with and encourage the missionaries and para-church organizations that Ivanrest Church supports
- J. To coordinate with the pastoral deacons in responding to requests for benevolence in the community



- K. As a Commissioned Pastor, may occasionally preach the word and be involved in administering the sacraments and other acts of ministry on behalf of Ivanrest Church both within the congregation and in the community at large

**III. Accountability**

- A. Shall be accountable to the church Council with direct supervision by the Senior Pastor
- B. Shall provide written monthly reports to the Administrative Team, Pastoral Elders, and Pastoral Deacons of the church Council
- C. Shall attend and participate in staff meetings
- D. Shall establish and maintain office hours in relationship to job responsibilities
- E. Shall participate as an advisory, non-voting member of the Pastoral Team and Council
- F. Shall serve as a permanent member of the Community Connections and Outreach Focus Team
- G. Shall follow policies and procedures as defined in the Employee Handbook

**IV. Hours, Salary and Benefits**

- A. This is a salaried position. Hours are negotiable.
- B. Pay is negotiable depending on the level of experience, education and other factors.
- C. Benefits (health insurance, vacation, paid leave) are defined in the employee handbook.
- D. Continuing professional developments opportunities are available.

September 2019

Updated August 2020



May 18, 2020

Dear Executive Team of Classis Grandville,

The Council of Lee Street Christian Reformed Church asks the delegates of Grandville Classis to approve the retirement of Rev. Kent Rottman at your next Classis meeting in 2020. Rev. Rottman will be officially retiring from active ministerial service on November 2, 2020 after over 21 years of ministerial service at Lee Street CRC.

We plan to have a farewell dinner and party on Saturday, August 1, 2020 and Rev. Rottman (A.K.A. Pastor Kent) will preach his final sermon the morning of August 2, 2020.

Sincerely and with heartfelt praise to God,

The Council of Lee Street Christian Reformed Church

Vice President, Dave Veltkamp

Clerk of Council, Jerry Sikkema

A handwritten signature in black ink, appearing to read "Jerry Sikkema", is written over two horizontal lines.

## Proposed 2021 Budget for Classis Grandville ~ updated 8.10.2020

Active Professing Members Classis Grandville  
according to denomination (2019 & 2020):

4279

4182

**Executive Team (ET)**

	<u>2020</u>		<u>2021</u>	
<i>The ET has funds available as of 4/30 :</i>	-\$728.06			
Compensation for Stated Clerk	\$4,335.96		\$4,422.68	2% COL
Compensation for Classical Treasurer	\$3,869.21		\$3,946.59	
Compensation for Pastors' Pastor	\$5,631.69		\$5,744.32	
Pastors' Pastor Expenses	\$2,000.00		\$2,200.00	
Compensation for Safe Church Team Coordinator	\$1,530.00		\$1,560.60	
Meeting Expenses	\$700.00		\$700.00	
Miscellaneous Expenses	\$1,500.00		\$1,500.00	
Annual Financial Review	\$400.00		\$425.00	
Printing and Postage	\$800.00		\$800.00	
Meals/Hospitality relating to Classis Meetings	\$2,000.00		\$2,000.00	
Volunteers in Service Contract, 12 months	\$12,000.00		\$6,000.00	
Compensation for Exec. Team Leads (\$1500 x 4)	\$0.00		\$6,000.00	
Debt Reduction	\$2,000.00		\$0.00	

<b>Total</b>	\$36,766.86	≅ \$8.59 per/mem	\$35,299.20	≅ \$8.44 per/mem
		incr. or decr. from last year =>	-3.992%	-1.765%

**Safe Church Team (SCT)**

*The SCT has funds available as of 4/30 :* \$1,043.41

<b>Total</b>	\$0.00	≅ \$0.00 per/mem	\$0.00	≅ \$0.00 per/mem
		incr. or decr. from last year =>	0.000%	0.000%

**Leadership Development Team (LDT)**

*The LDT has funds available as of 4/30 :* \$18,237.04

	<u>2020</u>		<u>2021</u>	
Student Support:				<i>50% paid from fund balance</i>
Tisha Berkenpas      Southwest Community	\$0.00		\$1,000.00	<i>\$2000 total for 2020-2021</i>
Joel Haan              First Byron	\$0.00		\$2,500.00	<i>\$5000 total for 2020-2021</i>
Josiah Huisman      Heritage	\$0.00		\$2,500.00	<i>\$5000 total for 2020-2021</i>

Leadership Initiatives \$3,000.00      \$2,000.00

<b>Total</b>	\$3,000.00	≅ \$0.70 per/mem	\$8,000.00	≅ \$1.91 per/mem
		incr. or decr. from last year =>	+166.667%	+172.852%

**Prayer Team (PT)**

*The PT has funds available as of 4/30 :* \$6,400.72

	<u>2020</u>		<u>2021</u>	
Training (Regional Training Event)	\$1,400.00		\$0.00	
Meals-church prayer coordinators (2x/year)	\$100.00		\$0.00	
Expenses/Hospitality for Prayer Team	\$100.00		\$0.00	

<b>Total</b>	\$1,600.00	≅ \$0.37 per/mem	\$0.00	≅ \$0.00 per/mem
		incr. or decr. from last year =>	-100.000%	-100.000%

**Community Impact Team (CIT)**

The CIT has funds available as of 4/30:

	<u>2020</u>	<u>2021</u>
	\$48,249.78	
	\$10,000.00	\$10,000.00

<b>Total</b>	\$10,000.00	≅ \$2.34 per/mem	\$10,000.00	≅ \$2.39 per/mem
	incr. or decr. from last year =>		0.000%	+2.319%

**Established Church Development Team (ECDT)**

The ECDT has funds available as of 4/30:

	<u>2020</u>	<u>2021</u>
	\$6,356.25	
General	\$750.00	\$0.00
Retreats	\$250.00	\$0.00

<b>Total</b>	\$1,000.00	≅ \$0.23 per/mem	\$0.00	≅ \$0.00 per/mem
	incr. or decr. from last year =>		-100.000%	-100.000%

**Stewardship Team (ST)**

The ST has funds available as of 4/30:

	<u>2020</u>	<u>2021</u>
	\$500.00	

<b>Total</b>	\$0.00	≅ \$0.00 per/mem	\$0.00	≅ \$0.00 per/mem
	incr. or decr. from last year =>		0.000%	0.000%

**Grant Review Team (GRT) Recommendations**

*Para-Church ministries:*

Refugee Resettlement Program - Bethany Chr. Svcs.	\$7,000.00	\$5,000.00
Volunteers in Service	\$4,000.00	\$4,000.00
Roosevelt Park Ministries	\$4,000.00	did not apply
70x7 Life Recovery fka Criminal Justice Chaplaincy	\$5,000.00	\$5,000.00
Celebration Fellowship CRC Prison Cong.	\$3,000.00	\$3,000.00
Campus Ministry @ GVSU	\$5,000.00	\$5,000.00
Project Hope	\$3,500.00	\$3,500.00
Family Network of Wyoming	\$7,000.00	did not apply
Community Recovery International	\$4,500.00	did not apply
West MI Friendship Center	\$5,000.00	\$5,000.00
Crossroads Prison Ministries	did not apply	\$4,000.00
Grandville Friendship Homes	did not apply	\$5,000.00

*Classis Grandville churches:*

Calvary CRC - New Ministry Model/Clearing House	\$5,000.00	\$5,000.00
Hahn-In CRC - Ministry Staff Salaries	did not apply	\$0.00

<b>Total</b>	\$53,000.00	≅ \$12.39 per/mem	\$44,500.00	≅ \$10.64 per/mem
	incr. or decr. from last year =>		-16.038%	-14.090%

**Crisis Relief**

\$ 10,000.00 Hahn-In Ministry Staff Salaries

<b>Grand Total for all Classical Ministries</b>	\$105,366.86	≅ \$24.62 per/mem	\$107,799.20	≅ \$25.78 per/mem
	incr. or decr. from last year =>		+2.308%	+4.681%

<b>Proposed Budget for 2021:</b>	<b>\$107,799.20</b>	<b>Grand Total</b>
	4182	<b>Total Members</b>
	\$25.78	<b>Per/Mem Ministry Share</b>

Note: Some churches do not participate in classical ministry shares.  
 Some churches are not participating at 100%.  
 The Classical Treasurer estimates receipts at about 80%.  
 Reductions, if necessary, begin with Classis GRT grants.

## Year by Year comparison of Approved Classis Team Budgets

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Executive Team	\$14,549.00	\$14,549.00	\$16,188.00	\$28,891.00	\$29,405.00	\$30,184.00	\$30,178.00	\$30,399.55	\$33,115.54	\$36,766.85
Safe Church Team	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Leadership Development Team	\$9,000.00	\$15,000.00	\$16,000.00	\$12,000.00	\$12,000.00	\$16,000.00	\$16,000.00	\$20,000.00	\$18,000.00	\$3,000.00
Prayer Team	\$1,400.00	\$1,400.00	\$1,400.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$1,600.00
Community Impact Team	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00
Established Church Development Team	\$5,000.00	\$0.00	\$0.00	\$4,000.00	\$2,800.00	\$1,550.00	\$1,550.00	\$1,550.00	\$1,550.00	\$1,000.00
Stewardship Team	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grant Review Team	\$66,000.00	\$60,500.00	\$49,800.00	\$48,500.00	\$50,000.00	\$53,600.00	\$47,500.00	\$58,000.00	\$58,000.00	\$53,000.00
<b>Total</b>	<b>\$95,949.00</b>	<b>\$91,449.00</b>	<b>\$83,388.00</b>	<b>\$95,391.00</b>	<b>\$96,205.00</b>	<b>\$103,334.00</b>	<b>\$97,228.00</b>	<b>\$111,949.55</b>	<b>\$122,665.54</b>	<b>\$105,366.85</b>

**Stated Clerk report  
Classis Grandville  
September 17, 2020**

1. Distributed ballots to the councils of Classis Grandville to vote on nominees for regional representation (Region 11) on the boards of Calvin Theological Seminary and Calvin University.

The results were as follows:

Calvin Theological Seminary – Rev. Scott Greenway (13 votes)

Rev. Shannon Jammal-Hollemans (8 votes)

Calvin University – Rev. Nate DeJong McCarron (22 votes)

2. Consulted with Pastor Church Resources to arrange for a mentoring team for Hahn-In CRC.
3. Prepared and distributed an agenda and minutes for the special July 9, meeting of Classis Grandville. Made arrangements for synodical deputies to be present.
4. Communicated with churches about candidates for the office of commissioned pastor.
5. Made arrangements for the examination of Dr. David Murray at the September 17, 2020 meeting of Classis Grandville for the office of commissioned pastor.
6. Corresponded with Rev. Sarah Roelofs (CRC Chaplaincy and Care Ministry) to inform her that the Executive Team of Classis Grandville approved the request of the Lee Street CRC that the ministerial ordination of Rev. Israel Alvarado be redirected to include part time chaplaincy at Spectrum Health Hospital and Metro Health Hospital and eventually full-time chaplaincy in the U.S. Navy.

Respectfully submitted,

Dan Mouw, stated clerk

## Church Visit to Pathway Church—March 10, 2020

Met with council members: Jim Heethuis (plan is for Jim to take on lead pastor role later this year) Steve Elzinga (pastor 18 years); 5 elders/council members.

Through our visit our purpose is to listen for moments to celebrate in the life of Pathway Church and also to consider how to encourage them in opportunities for new and renewed ministry. Our hope is that Pathway Church knows they are part of the larger body of Christ and part of a Classis which is rooting for them and wanting to see them thrive and flourish as a congregation in their local context.

The vision of Pathway Church is repeated each Sunday in worship: *On the PATH to a Jesus WAY by focusing on: GOD (walking with Him) EACH OTHER (supporting each other's walk with God) WORLD (sharing our walk with God with others).*

### **Celebrate: What are you praising God for?**

- Bible Reading Plan: Daily Bible reading is strongly encouraged through a church wide reading plan that follow up on the sermon and passage from the previous Sunday. Many members use an app which allows them to share comments and reflections. Intergenerational participation. 145 people engaged at various levels.
- Children: Many young children in the congregation.
- New Attenders: Many new members classes recently—some of those are unchurched/dechurched. There is a hesitation among some to complete membership. Engaged, but not members.

### **Elevate: Where is God leading you?**

- Leadership Transition: Pastor Steve is retiring later this year after 18 years at Pathway. Pastor Jim will be the new lead pastor. We sensed much confidence and excitement over Pastor Jim as the new leader and many noted this transition brings new opportunities. However, as with any leadership change there are also questions and anxiety.
- Nurture Marriages: Most council members completed a church visit survey prior to our visit. Survey input contained some comments about marriages asking for ways small groups can nurture marriages within the congregation. We ran out of time during our visit to explore this question more.
- Small Group Ministry: There is a desire to revitalize the small group ministry.

### **Concluding Thoughts**

- We give thanks with Pathway for 18 years of leadership from Pastor Steve. We invite classis today to join us in prayer for Pathway as they anticipate a leadership transition.
- We give thanks for a robust plan of discipleship through the daily readings that reinforce the Sunday message. The app allows for the building of community through this, otherwise, individual practice. We pray that the combination of weekly worship and daily readings continues to shape and form the people of Pathway as faithful followers of Jesus Christ.

We give thanks for Pathway Church, for its ministry and its leaders. We pray for their continued flourishing in the Byron Center community.

Doug Bouws and Barb Sanders

July 2020

Executive Team of Classis Grandville

Dear Colleagues & Co-workers:

It has been my privilege to serve as the pastors' pastor for classis Grandville for the past (almost) 10 years). (I was appointed by classis in February 2011). I have truly enjoyed meeting with the pastors of our classis, but I feel the time has come for me to resign my position, effective September 15, 2020, to give classis the opportunity to appoint a successor. Although classis has the prerogative to determine the time of service, Synod 2018 adopted the recommendation that the regional pastor (pastors' pastor in our classis) be appointed "for a specified term of service." (Acts of Synod, 2018, p. 517)

I want to thank classis for giving me this opportunity, as well as the pastors for their willingness to meet with me whenever asked, and for the trust they placed in me as they shared their ministry experiences. In a few instances I was asked to meet with a church council which was much appreciated. I firmly believe that the role of regional pastor in any classis can be an effective means to give encouragement and support to the pastors and their families, and might be even more effective if given the opportunity to meet occasionally with church councils as well.

To help with a smooth transition, I would be happy to meet with my successor and to pass on any materials that might be helpful, such as the job description and the list of pastors and commissioned pastors.

And once again, thank you for allowing me to be a small part of the ministries in classis Grandville.

Sincerely,

Arthur J. Schoonveld



This contract, between VIS and Classis Grandville for diaconate support with the churches of Classis Grandville.

### **Objective**

Classis Grandville is committed to diaconal ministry founded upon the biblical principles of doing justice, loving mercy and walking humbly with God (Micah 6:8). In connection with that, Classis Grandville is committed to developing an overall diaconal ministry which is founded on Christian community development principles that enhance the church's ability to be in ministry 'with' the people in the church and the community. The commitment to God's call in Micah and to these principles means that our efforts will seek to move assistance, given through the diaconate of the church, from charity giving to individual development done through relational connections. This approach helps address the present systematic brokenness in our communities and the need for change.

Resources for this kind of approach are in books such as: *The Deacon's Handbook*, by Lori Wiersma and Connie Kuiper VanDyke, *When Helping Hurts* and *Helping Without Hurting in Church Benevolence*, both written by Steve Corbett and Brian Fikkert, *Community Ministry*, by Carl Dudley; *Churches that Make a Difference*, by Ron Sider and *Spirituality of Living* by Henri Nouwen.

VIS supports diaconate work by helping deacons understand their role in the church and community as community connectors and ministers of mercy, and encourages long-term relational connections with people by facilitating conversations that encourage setting goals and identifying strengths and giftedness. Training is offered to equip deacons in this approach and to help deacons become mobilizers and equippers of congregation members.

### **Goals and Outcomes**

1. Building relationships with deacon chairs and deacons.
  - a. The goal is to understand the context in which deacons are serving; both the praises and challenges that they face.
    - i. Each deacon identifies where God is at work and gives thanks, identifies what challenges are happening and brainstorm possible solutions, different approaches and resources.
    - ii. Conversation around the "How, What and Why" of being a deacon. Writing this down and challenging deacons to focus on the why when they are discouraged. Understanding the why changes the mindset of serving.

- b. Resource deacons (i.e. training, blogs, community resources) to assist with identified challenges.
    - c. After fall training, Zoom meetings once a month for deacons to join in. This gives the deacons opportunities to corroborate with other church deacons.
    - d. Post COVID, attending a deacon meeting of each church in Classis Grandville. annually.
  2. Provide support for deacons (i.e. phone call/email) as they assist with benevolence challenges.
    - a. Development and awareness of effective on-going communication/resource tools for deacons.
    - b. Information/resources on the VIS website.
    - c. Blogs
    - d. CRCNA Network
    - e. Training opportunities.
  3. Conduct a Deacon Orientation Education during the fall for all new and returning deacons. Due to COVID19, VIS will be doing two virtual trainings and one on site training limited to the governor's executive order for group gatherings.
  4. Promote the bi-annual Leadership Training Event. LTE will be virtual and 1. The title of the conference will be "Learning New Ways". Date: Thursday, October 29 – 7:30. VIS is partnering with Resonate Global.
  5. Conduct relevant training on topics like benevolence, justice, mercy, etc. VIS is listening to what deacons are saying and are responding to what they say.
    - a. Conduct a housing simulation educating deacons on the housing crisis in greater Grand Rapids. This is an onsite simulation and will depend on the governor's executive order in effect this fall.
    - b. Mental Health First Aide Training - Training course that teaches participants about mental health and substance-abuse issues. Teaches how to help someone who may be experiencing a mental health or substance abuse challenge.
    - c. Understanding racial reconciliation and disparities. Suzanne recommended the following in an email to some deacons who express interest in the topic.
      - i. <https://network.crcna.org/racial-reconciliation/crcna-statement-about-deaths-george-floyd-ahmaud-arbery-and-breonna-taylor>
      - ii. Book - *White Awake* by Daniel Hill
      - iii. Daring Discussions Toolkit from Be The Bridge
  6. Attend one classis meeting per year. Promote within the classis deacon involvement in meetings.

Through the VIS contract with Classis Grandville, VIS focuses on 14 churches. Four of the churches are non-responsive to opportunities that have been available (2nd BC, Hanley, Dorr,

Pathway) and Ivanrest were unable to participate in trainings last year. VIS visited a deacon meeting in January and they have a new diaconal coordinator - Steve Winkel. It is VIS' hope Ivanrest will be part of the fall trainings. Over the past 18 months, 15 deacons from Classis Grandville churches attended the various trainings hosted by VIS. These deacons represented nine churches in Classis Grandville.

It is hard to quantify the number of coaching sessions via phone calls and emails, but, deacons readily contact VIS for a quick brainstorm session.

VIS has undergone some staff additions and restructuring. Suzanne Reinink joined the staff in December 2019 as the Director of Operations and Training. Bernita transitioned into part-time focusing her efforts on development and VIS organizational direction as ED. The goals outlined in the contract are ambitious goals but goals VIS is committed to through the combined efforts of Bernita and Suzanne.

VIS thanks Classis Grandville for allowing the opportunity to work very closely with the deacons of Classis Grandville over the years. VIS looks forward to strengthening our partnership in the future. If you have any questions please feel free to contact Bernita or Suzanne.

Partnering together for Christ,

Bernita Tuinenga  
Executive Director

Suzanne Reinink  
Director of Operations & Training

# **CLASSIS GRANDVILLE HANDBOOK**

## **RULES OF ORDER**

**Effective [Date]**

## TABLE OF CONTENTS

	<b>Page</b>
Welcome	3
Convening and Constitution	3
Officers and their Duties	4
Ministry Teams	5
Denominational Delegates	6
General Rules	7
Church Visitors	
Examination of Candidates	8
Student Loan Funds	9
Guidelines for Presenters	10

### WELCOME

Welcome to Classis Grandville. This handbook is intended to provide guidelines and summary information for pastors and councils about the procedures, policies, and rules of conduct set for Classis Grandville that allow us to work together in shared goals.

We are a group of churches who...

- Collaborate for God's mission
- Care with Christ-like compassion
- Celebrate in the Spirit's work

### CONVENING AND CONSTITUTION

Meeting structure in review...

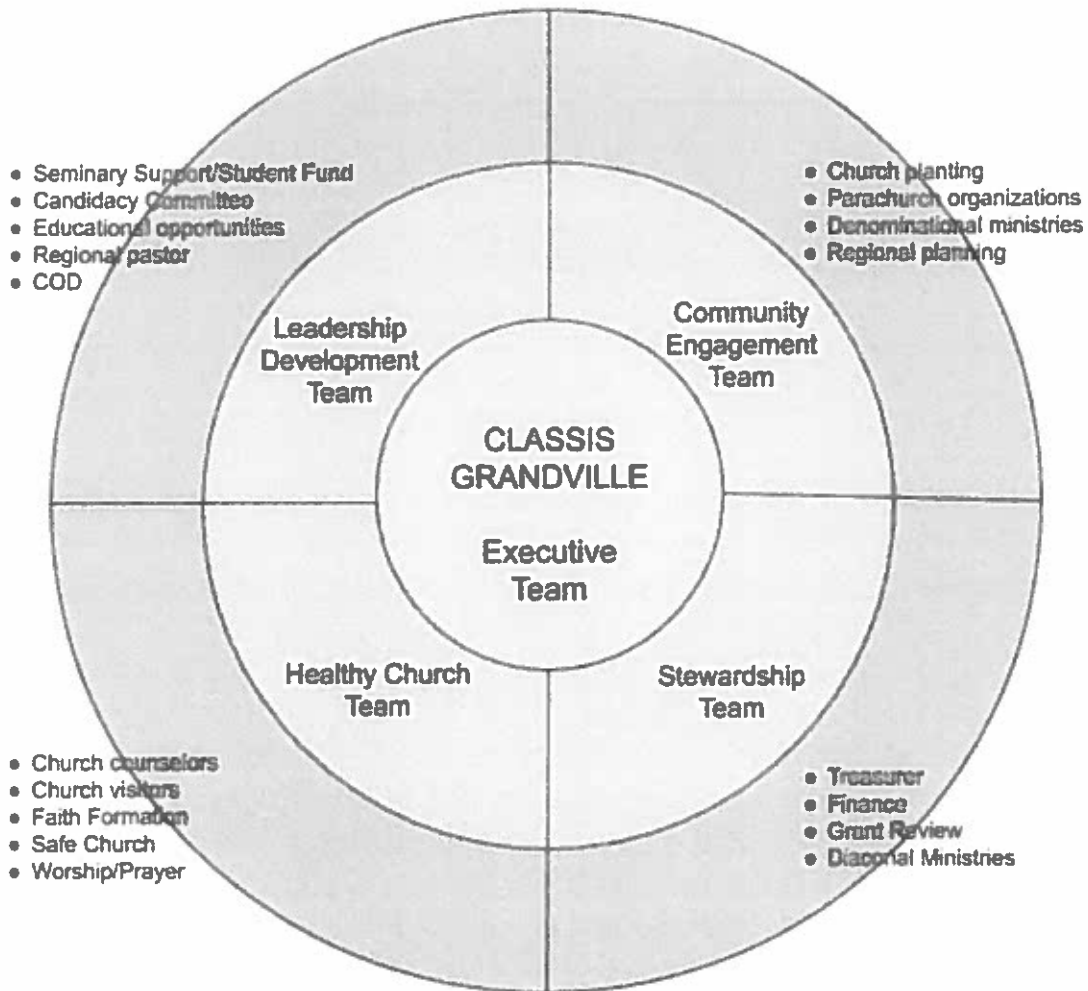
### OFFICERS OF CLASSIS AND THEIR DUTIES

President  
Vice President  
Stated Clerk  
Treasurer

## MINISTRY TEAMS

The principles of the ministry team structure:

- (1) The Councils of the churches of Classis Grandville retain original authority (*Church Order Article 27*)
- (2) Classis Grandville receives delegated authority from the Councils (*Church Order Article 27*)
- (3) All ministry teams report directly to Classis Grandville
- (4) Teams are responsible for carrying out their individual ministry mandates
- (5) Executive Team provides overall leadership and accountability within the classical structure



## Executive Team

**MANDATE:** The Executive Team will provide overall leadership to the Classis Grandville by providing a forum that coordinates and directs classical ministries according to its Ministry Plan and implements all necessary requirements mandated by the Church Order of the CRC.

**MEMBERSHIP:** The Executive Team shall be comprised of a representative (ordinarily the chairperson) from each of the classical ministry teams (Leadership Development, Community Engagement, Healthy Church, and Stewardship Teams), along with the Stated Clerk who serves as reporter. These representatives will chair Executive Team meetings on a rotating basis. If the assigned representative isn't available, classical teams are asked to send another team member to report at Executive Team meetings. Additionally, the chairperson of upcoming classis meetings shall serve as an ad-hoc member.

**MEETINGS:** The Executive Team will meet at least six times a year in coordination with classis meetings. It will meet approximately six weeks before the next scheduled classis meeting, and it will meet approximately two weeks after a classis meeting, so that it usually meets early in the months of February, April, June, August, October and December. Other meetings can be scheduled on an as needed basis.

**RESPONSIBILITIES:** The Executive Team will...

- (1) Review and coordinate the work of the ministry teams in light of the Classical Ministry Plan, including team membership.
- (2) Review and finalize the shape and flow of classical agendas before distribution in light of these expectations for classis meetings:
  - A place of discerning the Spirit in community
  - A network of support and accountability
  - Living into a collective calling
  - A connection into the wider church
- (3) Schedule and make arrangements for special classis meetings for the purpose of examinations of candidates for Minister of the Word and Commissioned Pastors.
- (4) Supervise the nomination and election of classical representatives at both the classical and denominational level.
- (5) Function as a classical interim committee in acting for classis when matters must be decided before the next plenary session.
- (6) Regularly review the Classical Ministry Plan. Make recommendations as needed to keep this plan fresh and relevant and responsive to changing circumstances. Implement a major review of the Classis Ministry Plan every five years.
- (7) Encourage diversity in classical representation in order to make full use of the spiritual gifts within Classis Grandville.

## **Community Engagement Team**

**MANDATE:** The Community Engagement Team will administer the development of new mission and church planting opportunities among the churches of Classis and encourage participation in existing outreach ministries and community engagement opportunities by the denomination and parachurch organizations.

**MEMBERSHIP:** The Community Engagement Team shall be consist of six members including at least two church staff persons (at least one of whom shall be ordained). The team shall choose its own chair and reporter.

**MEETINGS:** The Community Engagement Team will generally meet quarterly in coordination with classis meetings. It will meet before to prepare and after to implement specific ministry items. Other meetings can be scheduled on an as needed basis.

**RESPONSIBILITIES:** The Community Engagement Team will...

(1) Promote and resource existing effective evangelistic ministries (*Church Order Article 75a*).

- Seek out opportunities to encourage and support local church outreach.
- Communicate with the Stewardship Team (Diaconal Ministries) concerning ministries of mercy that are effectively accomplishing outreach.
- Work closely with the Healthy Church team (Prayer) to communicate the various ministries with the churches of Classis Grandville and coordinate prayer for the Holy Spirit's leading in them.
- Communicate with the Regional Planning Team on projects of mutual interest.

(2) Promote, resource and administer, with the direct assistance of a local church or churches, the establishment of new churches within the ministry area of Classis Grandville (*Church Order Article 75a*).

- Actively seek to understand the spiritual condition of the community and share that understanding with the churches of Classis Grandville
- Develop a long-term ministry plan that identifies the most effective forms of church plants within Classis Grandville
- Work closely with local church councils, in cooperation with neighboring classes and community organizations to move that plan forward
- Evaluate other possible new church opportunities within the scope of the long-term plan

(3) Provide or endorse any Classis-wide evangelism opportunity that is to be promoted within Classis.



## Healthy Church Team

**MANDATE:** The Healthy Church Team will be responsible to promote, encourage and assist the congregations of Classis Grandville in their growth as healthy communities of faith.

**MEMBERSHIP:** The Healthy Church Team shall consist of six members including the Safe Church Coordinator and at least two church staff persons (at least one of whom shall be ordained). The team shall choose its own chair and reporter.

**MEETINGS:** The Healthy Church Team will generally meet quarterly in coordination with classis meetings. It will meet before to prepare and after to implement specific ministry items. Other meetings can be scheduled on an as needed basis.

**RESPONSIBILITIES:** The Healthy Church Team will...

(1) Select, train and advise church visitors in the process of promoting and encouraging church health (*Church Order, Article 42b*). This training will include but not be limited to...

- An understanding of the Biblical purposes and standards of the Church
- A self-evaluation/assessment tool to reveal current conditions
- A process by which current successes can be affirmed and shortcomings can be productively challenged

(2) Provide and encourage regular opportunities for connection and support among the churches of Classis Grandville. This will include but not limited to...

- Coordinate with the Prayer Team to call our congregations to fostering comprehensive and consistent prayer lives (i.e. sharing praises and needs, scheduling trainings, developing partnerships, encouraging focused days of prayer)
- cesses and challenges in individual congregations through communication channels developed by Classis
- Coordinate a time for worship and prayer at classis meetings
- Design avenues where churches of Classis Grandville can network to share expertise, ideas and resources

(3) Provide assistance through church visitors or other approved tools and resources to churches requesting assistance in growing healthy churches (*Church Order, Article 42c*).

(4) Coordinate educational opportunities classis-wide that fit the purpose and plan of this team.

(5) Coordinate with existing and future denominational agencies and ministries that address the mandate of this team. (i.e. Safe Church, Faith Formation)

(6) Supports church counselors.

## **Leadership Development Team**

**MANDATE:** The Leadership Development Team will establish, organize, and oversee programs, ministries and resources for the purpose of identifying, encouraging, training, and supporting the leaders of the church for today and into the future.

**MEMBERSHIP:** The Leadership Development Team shall be consist of six members including at least two church staff persons (at least one of whom shall be ordained). The team shall choose its own chair and reporter.

**MEETINGS:** The Leadership Development Team will generally meet quarterly in coordination with classis meetings. It will meet before to prepare and after to implement specific ministry items. Other meetings can be scheduled on an as needed basis.

**RESPONSIBILITIES:** The Leadership Development Team will...

**(1) Focus on present leaders**

- Provide and encourage training and continuing education for those who are currently serving as leaders in the local church
- Provide financial assistance for churches and their pastors to be used for sabbaticals or training seminars, conferences, or conventions

**(2) Focus on leaders-in-training**

- Provide financial assistance for those currently in courses of leadership preparation [Seminary Support Fund and Student Fund], in accordance with classically approved guidelines (*Church Order, Article 21*)
- Coordinate with denominational Candidacy Committee

**(3) Focus on prospective leaders**

- Prompt local congregations to identify persons who could be encouraged and trained for full-time ministry
- Provide a program of encouragement and training for those whom local churches have identified as having gifts in church leadership

**(4) Support the work of the Council of Delegates (COD) trustee and the Regional Pastor**

## **Stewardship Team**

**MANDATE:** The Stewardship Team will oversee classical finances and cooperate with the churches of Classis Grandville to promote a vision of good stewardship in the classis.

**MEMBERSHIP:** The Stewardship Team shall be consist of six members, including two of whom shall have experience in the diaconate of a local congregation and two ordained pastors. In addition, the classical treasurer shall serve as an ex-officio member of the team. The team shall choose its own chair and reporter.

**MEETINGS:** The Stewardship Team will generally meet quarterly in coordination with classis meetings. It will meet before to prepare and after to implement specific ministry items. Other meetings can be scheduled on an as needed basis.

**RESPONSIBILITIES:** The Stewardship Team will...

- (1) Review requests for classical funding from the classical ministry teams so as to present a unified budget and classical ministry share proposal to classis for approval.
- (2) Oversee the work of the classical treasurer.
- (3) Provide general oversight of classical finances and ensure that regular reports are published for the churches.
- (4) Monitor the support of classical and denominational ministry shares and encourage support by the churches of this commitment.
- (5) Encourage churches to discuss stewardship issues, including healthy financial practices, ministry opportunities, and use of all kinds of resources.
- (6) Encourage congregations to identify ministry needs or gaps and ministry overlaps or redundancies in their communities.
- (7) Encourage churches to participate in ecumenical efforts to initiate, nurture, develop and support diaconal ministries within their communities.
- (8) Initiate the annual work of receiving, processing and reviewing requests for the financial assistance of classis in cooperation with other ministry teams.
- (9) Contribute to classical initiatives that communicate the work of the team to the churches of classis

## **DENOMINATIONAL DELEGATES**

In review...

### **GENERAL RULES**

In review...

### **CHURCH VISITORS**

There shall be three teams of church visitors, nominated by the Healthy Church Team and approved by the Executive Team for two-year terms, which shall be reported to Classis. The nominating committee shall include as an appointee for each of the church visitor teams an elder in office at the time of his/her appointment. Each team shall have two alternates, one minister and one elder.

Each team shall visit the churches of Classis Grandville assigned to them once a year.

Each team shall also function whenever churches call on them to help settle serious issues that arise.

Each team shall record a report of the churches they have visited in a record book which shall be kept in the custody of the Stated Clerk when it is not in the possession of the church visitors.

Church visitors shall render a written report of their work by the May meeting of Classis Grandville.

### **EXAMINATION OF CANDIDATES**

In review...

### **STUDENT LOAN FUNDS**

In review...

## **GUIDELINES FOR PRESENTERS**

In gathering as Classis Grandville Churches we seek to prioritize sharing that is narrative: *telling the story of God at work in our lives* in this corner of His kingdom. As a body of believers, we seek to spend time *giving Him glory* for his work in the organizations and agencies we work with and support!

### Preparations for Presenters

1. In coordination with Stated Clerk, decide if the nature of what you want to share is informational or narrative. If informational, please prepare a written document that can be handed out at a meeting for members to read, be informed, and bring back to their congregations. A sharing table is provided at every meeting.
2. If narrative, use the following outline to write out what you would like to share in person. Please include:
  - a. What your group does within our Classis
  - b. What happened that you want to share. How is God at work?
  - c. What can we celebrate or pray for together
3. Practice aloud what you plan to say. Sharing should be 3-4 minutes.
4. Video testimonies are welcome. Connect with Stated Clerk to ensure technical capacity for sharing.

### Expectations for Presenting in Person

1. Please prepare. Do not “wing it.”
2. Know your audience. Be brief. Be specific. Be understanding of the attendee's time and capacity to receive given a full evening agenda.
3. Share in ways that everyone will remember and want to bring your story back to their congregations.
4. Focus on God and His work through His people. This is not the place to share a “plug” for grant funding or promotion of organizations, agencies, groups, etc. If desired, please coordinate with Stated Clerk to meet with a sub-committee who handles that important work.