



August 17, 2018

Dear Synodical Deputies, Synodical Deputy Alternates, and Stated Clerks:

Greetings in the midst of summertime! We are writing from the Synodical Services Office to update the synodical deputies, alternate synodical deputies, and stated clerks on matters decided by synod that will have impact on your work on behalf of synod. In preparation for the coming months of classis meetings, we provide the attached resources to assist you in our work together.

Current records indicate that you are serving as a synodical deputy, an alternate synodical deputy, or a stated clerk of classis. If our records are incorrect, please take a moment to contact us (616-224-0827 or drecker@crcna.org) with the correct deputy or alternate. Thank you!

Synod 2018 did not adopt changes to the Church Order that took effect immediately or that affect your work in the coming ministry year. We want you to take note that Synod 2018 is proposing Church Order changes to Supplement, Article 8 as well as significant reorganization of Church Order Articles 23 and 24 to Synod 2019 for adoption. Our office will update the synodical deputies and stated clerks in summer 2019 of any adopted changes.

Stated clerks and synodical deputies are asked to remember to check the [Candidacy website](#) for all candidates *before* examining a candidate for ordination. All courses must be completed before a candidate may accept a call and become ordained.

We have uploaded an updated *Manual for Synodical Deputies* (2018 edition) to the webpage for stated clerks and synodical deputies (www.crcna.org/StatedClerks). In addition, several synodical deputy report forms have been updated and have also been posted (specifically, the forms for Articles 14-b, 14-c, 14-d and 23-d). Thank you in advance for using only the *current* 2018 forms—please print a set as templates for the coming year. Please take time to review the Manual, paying special attention to the **highlighted** sections that reflect the 2018 updates. We advise you to download or print a copy of the full *revised* 2018 Manual if you do not have access during classis meetings. If you have the hard copy version of the Manual for Synodical Deputies in the three-ring binder, be sure to print the *revised* “text” before your next classis meeting.

For new synodical deputies and stated clerks . . . the enclosed electronic version of the *Manual for Synodical Deputies* is available in a three-ring binder free of charge from the Synodical Services Office. Just send us a note (drecker@crcna.org) if you prefer to work from hard copy, especially if you are unable to print the 2018 updated Manual.

You are encouraged to make use of two valuable resources for the work of synodical deputies and stated clerks: (1) the *Manual of Christian Reformed Church Government* (by Peter Borgdorff, updated in 2017)—free download for each synodical deputy and alternate (notify Dee if do not have the latest

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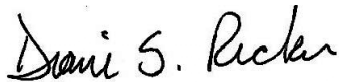
version) and (2) a series of Church Order videos produced by CRC polity professor, Kathy Smith. There is a one-time registration fee for accessing the videos—see the attached information sheet for registration information.

There are occasions when it is possible to do synodical deputy work by way of a conference call rather than making a trip to a classis meeting for routine matters (see accompanying Summary of Occasions When Synodical Deputies Are Needed document). Our office can facilitate such calls. Simply contact the Office of Synodical Services for assistance in setting up your call (616-224-0827 or drecker@crcna.org) at least three days in advance of the meeting.

The Synodical Services Office covers the cost of travel, meals, and lodging for synodical deputies or alternates for their service. Download a current expense form for reimbursement from the webpage (www.crcna.org/StatedClerks)—note that there is one for U.S. and one for Canadian deputies. The Canadian form is *updated monthly* to reflect the current exchange rate.

We are grateful for the contributions and service each of you offers on behalf of synod. It is our hope and prayer that you will be blessed by your service as a synodical deputy or as a stated clerk during the coming year.

Cordially,

A handwritten signature in black ink that reads "Diane S. Recker". The signature is written in a cursive, flowing style.

Diane (Dee) S. Recker
Director of Synodical Services

Att.: Summary of Occasions When Synodical Deputies Are Needed
 Manual for Synodical Deputies
 Church Order Video Registration
 Denominational Travel Policy
 2018 Expense Form (U.S. and Canada)