

ORIENTATION PAGE FOR  
DELEGATES TO CLASSIS BCNW

**WELCOME TO OUR CLASSIS BCNW MEETING!**

Whether you are an experienced delegate or a first-time delegate, please familiarize yourself with this orientation page.

Be sure to check out the “Meetings” tab on the Classis BCNW website, [www.classisbcnw.ca](http://www.classisbcnw.ca), for classis meeting resources (some of which are mentioned below).

**Executive of Classis**

- Consists of a chair, vice-chair, recording secretary and the stated clerk.
- Is appointed by the Classis Ministries Interim Committee (CMIC) prior to the meeting of classis.

**Duration of Classis Meetings**

- Because classis meets only 2X per year, the meetings are approximately two days in duration. (1:00PM to 9:00PM on Tuesday and 8:30AM to whenever we are done on Wednesdays – usually around mid-day or early afternoon.)
- Ordinarily a study session of some kind is held on the Tuesday evening.

**Lodging:**

- All delegates are required to complete a Classis Registration form (available online on our classis website). This form will collect lodging, meal, and transportation information.
- If you are billeted by a member of the host church, be sure to advise your host of any and all food allergies you may have.
- If you choose to use a hotel/motel, reimbursement is not supplied. You will have to seek reimbursement from your home church. If classis puts you in a hotel room because not enough billets were found, classis will then cover the hotel costs.
- In case of exceptional or reasonable circumstances a lodging expense may be approved by classis.

**What May I Expect to Happen at Any One Classis Meeting?**

- First time delegates are to sign the Covenant for Office Bearers (available on our classis website).
- The Classis Agenda will, ordinarily, be in the hands of church councils five weeks prior to the actual meeting date of classis. It may also be found on our classis website.
- Delegates may be requested to serve in the following capacities:
  - Devotions
  - Serve on an advisory team (review of expenses, overtures, credentials and come with recommendations regarding the same to the floor of classis).
  - From time to time an overture of such significance may be forwarded to classis that it will require an advisory panel to meet ahead of the actual meeting of classis. For

this and other reasons it is beneficial for the stated clerk and CMIC to know who will be delegates well ahead of time.

- Though there is a degree of flexibility, classis abides by the rules of the CRCNA Church Order in conducting its meetings. The Classis Rules of Procedure can be found on our classis website.

### **What Are Classis' Expectations of Me?**

- Be on time for all sessions of classis
- You are expected to remain at classis until the meeting is formally adjourned.
  - You need to inform the chair / stated clerk if you must leave early, and give good reason to be excused.
- Dress code is business casual (no tuxedo's or evening dresses, sorry ☹).
- Be familiar with the agenda of classis.
- Listen carefully to the discussions and deliberations.
- Be prepared to make contribution to the discussions and deliberations with words of advice, encouragement and/or questions.
  - Delegates are expected to share the thoughts of their council on any particular agenda item but are not obligated to vote according to their council's wishes. Classis is a deliberative body and the freedom needs to remain for delegates to vote on the basis of the best information or perspective presented at classis.
- Refrain from speaking until the chair acknowledges your turn to speak.
- Your privilege of the floor is at the discretion of the chairman.
- You may speak one to three times on any particular agenda item but no more than that.
- Do not repeat comments or observations that have already been shared.
- Be aware that classis is a deliberative body and may make decisions from time to time that you do not necessarily agree with.
  - Strong objection to a decision of classis may be voiced by stating your objection. If you wish to have your objection recorded, you will have to submit a written statement (within 24 hours) indicating your objection and reason(s) why.