

To: All churches of the GKSA  
From: The management of the Administrative Bureau (Admin. Bureau)  
Re: General information from the management of the Administrative Bureau  
Date: 31 March 2016

We would like to share the following with all the churches of the GKSA in an effort to strengthen communication between the churches.

1. **Churches and tax:** We are at present compiling a document to aid churches in their dealings with the South African Revenue Service. SARS has certain requirements for tax exemption for which each church must register, whereas previously churches merely had to send the church order to SARS in lieu of the “constitution” of the church. This is no longer accepted at all revenue branches. We trust that this document will be of assistance and plan to make it available by DV the end of June 2016.
2. **Member contribution relief:** Churches have approached the management of the Admin. Bureau requesting relief, given that some local churches predominantly consist of students or retirees. Smaller congregations are faced with the decision to either pay this amount that may lead to them having to close their doors or to use the funds for the ministry of the Word. The management of the Admin. Bureau sympathises deeply with these circumstances, but can unfortunately not grant such requests. This is because:
  - 2.1 the churches, assembling as synods, have not given the management of the Admin. Bureau a mandate to lower member contributions or write off outstanding amounts;
  - 2.2 any relief granted or writing off of outstanding member contributions would oblige the other churches to make up the “shortfall”; and
  - 2.3 in conjunction with 2.1, the Admin. Bureau’s rules and regulations stipulated in its mandate and prescribed for its operations, do not provide for granting such relief.

Churches applying for member contributions relief are advised to take the matter up with their classes and/or regional synods that the issue may be tabled in an orderly fashion at the member assembly of the general synod.

3. **The statue of Totius:** Churches are already aware that the property committee of the Admin. Bureau took receipt of the Totius statue from the NWU for safe keeping. The NWU has entrusted the statue to the GKSA, which is contractually bound to erect it on GKSA property in Potchefstroom. Management has, in consultation with the curators and upon the advice and input from stakeholders, come to the decision to erect the statue at one of our (the GKSA) heritage sites of which the most probable is either Totius House or the church museum.
4. **GKSA finances:** The overwhelming majority of deputy groups has to date stayed well within their budgets for this financial year. These groups have in fact spent less than the amount budgeted for this financial year (6 months up to end of December 2015). The actual cost of the Extraordinary General Synod will amount to approximately 63% of the budgeted expenditure. The intent is to communicate synod activities only in electronic form, which will be a significant saving in terms of printing costs. These savings will not automatically lead to member contributions decreasing, but only reflects management’s serious endeavour to find cost-saving measures. The budgets of the deputy groups for the next financial year are being drawn up at present and

Careful planning will be required to address the challenges created by the continuous decline in member numbers. The Retirement Fund Trustees (RFT) have already indicated the necessity of a 20% increase in funds from member contributions for the coming year to make the care of our retirees sustainable in the longer term. The implication is that all other deputy groups will have to make do with less funds or that member contributions will have to be increased, which in the current economic climate will have a negative effect on the ministry of the Word.

5. **Compulsory collections:** It is with great gratitude that we can report that most churches are making a great effort concerning compulsory collections and are duly paying over the funds to the Admin. Bureau. We are sincerely grateful. Should any of the churches have any queries in this regard, please contact Wymie du Plessis at [wymiedup@gksa.co.za](mailto:wymiedup@gksa.co.za).
6. **Interaction with congregations:** The Deputies: Liaison continually make contact with churches – mostly upon request from churches or classes. Recently the deputies met with Classis South Free State, Classis Boland and GK Bloemfontein Suidheuwels. We urge churches and major assemblies to reach out to these deputies when needed.
7. **Two documents to assist church operations:** The Admin. Bureau has identified a number of common issues on which the churches need guidance and developed two information manuals. The first document relates to general church administration, called “GKSA Byderhand”. This document can be viewed or downloaded at the GKSA website, [www.gksa.org.za](http://www.gksa.org.za). Click on “Kommunikasie”, then “Nuus van die Administratiewe Buro” and then “Inhoudsopgawe GKSA Byderhand”. The index gives an immediate rundown of the topics contained in the document. The full document’s link is just above that of the index.

The second document serves as aid for communication within a congregation. This can be found on the GKSA website, [www.gksa.org.za](http://www.gksa.org.za), under “Kommunikasie” and then “Kommunikasie handleiding”. It comprises 14 sections that offer detailed assistance with communication within a congregation. The English version of the 14 chapters is directly below the Afrikaans.

The “GKSA Byderhand” is at present being translated into English. Should churches require hardcopies of these two documents, please contact Wymie du Plessis at [wymiedup@gksa.co.za](mailto:wymiedup@gksa.co.za).

8. **Acta of the Extraordinary General Synod:** The Acta of the Extraordinary General Synod 2016 has already been circulated electronically to our churches. It is also available on the GKSA website, both in Engels and Afrikaans. Please contact Wymie du Plessis at [wymiedup@gksa.co.za](mailto:wymiedup@gksa.co.za) should there be any queries.
9. **Change to the management of the Admin. Bureau:** Rev. Willem Vogel, who represented the trustees with the management of the Admin. Bureau, has resigned as member of management. He is replaced by his alternate, Rev. Johan Nel of GK Akasia. Our sincere thanks to Rev. Willem for his many years of service.

Louis Kruger  
Chairman of the Management of the Administrative Bureau