

**STANDING RULES OF  
WESTERN CHURCH PLANTING NETWORK**  
A part of the Presbyterian Church in America (PCA)

**ARTICLE 1-NAME, PURPOSES, OFFICES**

**Name**

1.1 The name of the organization is the Western Church Planting Network (WCPN). WCPN is a voluntary association of participating PCA churches within the Rocky Mountain, Pacific Northwest, and Northern California Presbyteries (and additional presbyteries that may result from divisions of them).

1.2 Since there are now, and may be in the future, other church planting networks operating within the above Presbyteries, it is not the intent or desire of WCPN to compete or to entice churches that are in these networks to become participants in WCPN. Rather it is the desire of WCPN to find ways to share, cooperate, and compliment the work of these other networks to the glory of God and his Kingdom. Therefore participating churches in these other networks are not eligible for participation in WCPN.

**Purpose**

1.3 The purpose of the WCPN is to work within the courts of the Church as a servant organization to assist the above Presbyteries by 1) recruiting church planters, 2) strategically planting new PCA churches and RUF ministries on college campuses, 3) coaching and shepherding church planters and their wives and 4) providing financial resources for these activities.

**Principal Office**

- 1.4 The principal office of WCPN initially shall be in Greeley, CO, but may be relocated by action of WCPN.
- 1.5 The initial meeting of the WCPN will be held as soon as practical after at least six churches have agreed to join WCPN and have approved these Standing Rules.

**ARTICLE 2-NETWORK STRUCTURE AND OPERATION**

**Over Sight of The Network**

2.1 The strategic direction and oversight of WCPN shall be exercised by the WCPN meeting as a whole. Representatives shall be elders of the participating churches within the above mentioned Presbyteries. Each participating church in good standing shall name one voting representative to the WCPN except for churches with over 700

communing members who may name two voting member to the WCPN. The chairmen of the Presbytery MNA or Missions Committee shall be voting representatives of the WCPN if at least one church from their presbytery is a participating church. The WCPN may delegate some of its functions to an Executive Committee.

### **Obligations of the Network Churches**

2.2 Each church participating in WCPN shall obligate itself for an initial three year period both in participation and financial support. After three years in WCPN, the participation commitment automatically renews annually for an additional year unless the participating church has given notice of its intent not to continue. If a church decides to cease full Network participation after the initial three year period or subsequent automatic renewal periods, it must give WCPN notice in writing that it wants to phase down its participation one year in advance. After the one year period, the church's financial participation for the next two years will be reduced as follows. The year following the twelve month advance notice date given by a participating church, the financial obligation of that church to the Network reduces to 2.00% of their general fund receipts (not including building or other designated funds) for the previous year and .25% to their respective Presbytery. The second year following the notice date, the financial obligation to WCPN reduces to 1.00% of their general fund receipts for the previous year and .25% to their respective Presbytery. During these last two years of financial participation in WCPN, it is optional by the withdrawing church whether or not they choose to be an active participant in the other affairs of WCPN.

2.3 Financially, each PCA church over two years old that participates in WCPN (if a Mission church or a financially challenged church see special provisions below) is obligated to pay to WCPN and to their constituent Presbytery a percentage of their previous calendar year's general operating receipts (not including building or other designated funds). The first year's percentage is 2.00% to WCPN and .25% to the their Presbytery. The second and subsequent year's percentage is 2.75% to WCPN and .25% to their Presbytery. Financial payments for established churches shall be made on a monthly basis prorated for partial calendar year membership (1/12 of previous year's general operating receipts for each month in WCPN times the applicable %).

2.4 Churches (and missions) initiated and/or provided significant funding by WCPN shall be obligated to be financial participants in WCPN starting with their first regular weekly worship service. Once the church has been particularized, its Session is morally committed to continue their participation at least until WCPN has been completely reimbursed for the funding provided. The first year participation, on a monthly basis, is 1.25% of the monthly average of the church's general fund receipts to WCPN. The second year, on a monthly basis, it is 2.00% of the monthly average based on the previous rolling twelve months of the church's general fund receipts to WCPN, and the third and subsequent years 2.75% of the church's previous calendar year's general fund receipts to WCPN and .25% to its Presbytery payable in even monthly payments. Once a church is particularized, if the congregation chooses to leave the PCA, it is still

obligated to continue to support WCPN at the above levels until it has fully reimburse for all funds received.

2.5 Financially challenged churches may participate in WCPN. A financially challenged church is an organized church at least 2 years old with general operating receipts in their previous calendar year of \$100,000 or less (not including building or other designated funds). The first year's percentage is .75% to WCPN and .00% to its Presbytery. The second year's percentage is 1.00% to WCPN and .15% to its Presbytery. The third year's percentage is 1.50% to WCPN and .25% to its Presbytery. The fourth year's percentage is 2.00% to WCPN and .25% to its Presbytery. The fifth and subsequent year's percentage is 2.75% to WCPN and .25% to its Presbytery. Payments for financially challenged churches shall be made on a monthly basis prorated for partial calendar year participation (1/12 of previous year's general operating receipts for each month in WCPN times the applicable %). If during the first five years, the general fund giving exceeds \$100,000, then the percentages would accelerate, beginning the next year, to those in the projected fifth year.

2.6 For churches that are desirous of participating in WCPN but are unable at the present time to contribute the full amount that would normally be due, there is a provision for a non-voting participant. Non-voting church participants are committed to the work of WCPN, are welcome to attend the meetings, and will, over time, increase their financial participation up to the full WCPN and presbytery commitment levels.

### **Regular Meetings and Quorum**

2.7 WCPN shall meet at times and places to be determined by WCPN at a previous meeting or as called by the Executive Committee. There shall be at least an "Annual Meeting". It shall be the first meeting of the calendar year. WCPN participants shall be notified of the time and the place for the meeting at least 60 days in advance. At the Annual Meeting, WCPN shall confirm direction and strategy and elect the Chairman and Vice Chairman during odd years, and the at-large members of the Executive Committee during even years. The Executive Director shall be elected each year at the Annual Meeting. A Nominating Committee consisting of the past Chairmen of WCPN and the Executive Director shall meet at least 30 days prior to the Annual Meeting to select nominees for either Officers or the At-Large Members of the Executive Committee to present at the Annual Meeting.

2.8 There must be a majority of WCPN representatives present at any meeting where action is taken.

2.9 Minutes of all regular and special meetings shall be taken, published, and maintained for a period of five years as permanent records of WCPN.

2.10 Any procedural questions shall be resolved by using Robert's Rules of Order.

2.11 Individual churches should be responsible for the expenses of their elder representatives for attendance at WCPN meetings. The travel expenses of members of the Executive Committee shall be paid (if requested) by WCPN for any called meetings requiring travel.

### **Chairman and Vice Chairman of the Network**

2.12 WCPN shall every two years at its Annual Meeting during odd years, elect a Chairman for a two year term. The Chairman of WCPN shall preside at all regular and special meetings of WCPN as well as serve as Chairman of the Executive Committee. The Chairman must be elected from elders representing individual participating churches.

2.13 Also, WCPN shall every two years at its Annual Meeting during odd years, elect a Vice Chairman for a two year term. The Vice Chairman shall preside over meetings of WCPN and the Executive Committee in the absence of the Chairman. The Vice Chairman must be elected from elders representing individual participating churches. The Vice Chairman is responsible for recording the minutes of the regular and special meetings unless he is acting as Chairman in which event the Executive Director shall be responsible for the minutes.

## **ARTICLE 3-EXECUTIVE COMMITTEE**

### **Executive Committee Membership**

3.1 The Executive Committee shall consist the Chairman, Vice Chairman and Chairmen of the Presbytery MNA or Missions Committees from Presbyteries that have at least one participating church within their boundaries, and 5 members (at-large members) elected for two year terms at its Annual Meeting during even years. Vacancies on the Executive Committee for whatever cause shall be filled from members of WCPN elected by the Executive Committee. The Executive Director of WCPN shall be a non-voting member of the Executive Committee.

### **Authority of the Executive Committee**

3.2 The Executive Committee shall have the full authority of WCPN to carry out the approved plans of the Network within constraints of the annual budget. The Executive Committee is responsible for nominating the Executive Director for election by WCPN. The Executive Committee is also responsible for evaluation of the Executive Director (including his examination with respect to Christian character and doctrine) and setting of his compensation and benefits. The Executive Committee is also responsible for setting up additional subcommittees of WCPN as appropriate for carrying out the work of WCPN and appointing members of WCPN to these subcommittees.

## **Quorum**

3.3 There must be a majority of the Executive Committee present at any meeting where action is taken.

## **ARTICLE 4-STAFF**

### **General**

4.1 The only staff of The Network initially shall be an Executive Director and an Administrator, each on a part time basis. As The Network grows and matures, other part time or full time staff may be added as required to carry out the approved plans of the Network.

### **Election and Term of Office**

4.2 The Executive Director shall be elected to a one year term by WCPN at the Annual Meeting of WCPN.

### **Executive Director**

4.3 The Executive Director shall in general supervise and control all of the business affairs of WCPN. The Executive Director shall have, within the budget limits approved by WCPN, the general authority to cause the employment of staff as the proper conduct of operations may require and to fix their compensation. The Executive Director may also remove any employee and may take such other actions on behalf of WCPN as may be necessary or advisable to conduct the activities of WCPN. He may sign, with the Chairman or any other proper individual authorized by WCPN, any contracts or other instruments which WCPN or Executive Committee have authorized to be executed and perform all duties incident to the office of the Executive Director and such other duties as may be prescribed by WCPN or Executive Committee from time to time.

## **ARTICLE 5- FINANCES**

### **Billing of Churches**

5.1 The Executive Director shall be responsible for developing systems for the billing of participating churches on a monthly basis. WCPN shall bill the participating churches for the monthly financial contribution to WCPN and for its respective Presbytery. Each participating church will send one check to WCPN and one check to their respective Presbytery.

### **Bank Account**

5.2 After authorization by WCPN's Executive Committee, the Executive Director shall open one or more bank accounts for the funds of WCPN. Checks written on this account(s) must be signed by the Executive Director, the Chairman or the Vice Chairman of the Network, or other properly authorized individual for amounts up to \$5,000.00 and signed by two of these individuals for amounts of \$5,000.00 or more.

### **Financial Review**

5.3 As appropriate and at least annually, the Executive Committee shall cause an independent review to be made of the financial records of WCPN and a report made to the Executive Committee.

### **ARTICLE 6- TELEPHONE OR E-MAIL MEETINGS**

6.1 Members of the Executive Committee or members of any committee designated by the Executive Committee may participate in and hold regular or special meetings by means of conference telephone or handle single issue approvals by electronic mail.

### **ARTICLE 7- PRESBYTERY OVERSIGHT OF NETWORK ACTIVITIES**

The Network must, prior to moving ahead with a new church plant, attend to the following:

7.1 Notify the appropriate Presbytery MNA or Missions Committee as soon as a new church plant or a new RUF chapter is being seriously contemplated.

7.2 Consult with the Sessions of other PCA churches near the proposed target area.

7.3 Receive site approval from the appropriate Presbytery.

7.4 In the case of a church plant, receive Presbytery MNA or Missions Committee approval of the philosophy of ministry.

7.5 Receive Presbytery MNA or Missions Committee approval of the business plan.

7.6 Arrange for an interview of the organizing pastor or RUF candidate with the Presbytery MNA or Missions Committee and receive their endorsement of the candidate.

7.7 Ensure all candidates satisfy the credential requirements through the Candidates & Examinations Committee of the appropriate Presbytery.

7.8 File a report three times a year to the participating Presbytery MNA Committees. The Executive Director or coach will give a summation of each active church planter's report to the MNA Committee at its regularly scheduled meetings if held in conjunction with its regularly scheduled Presbytery meetings. Designated coaches with the help of the Executive Director will choose two or more church planters to report to the MNA Committee or Presbytery in person. This will be done on a rotating basis.

## **ARTICLE 8- AMENDMENTS**

8.1 These Standing Rules may be altered or amended at any regular or special meeting of WCPN by a majority vote of the Network, provided notice and the proposed changes be contained in a written notice of such meeting provided to WCPN participating churches at least forty five days in advance. Such notices should be sent by registered mail to the Stated Clerk of each church.

## **ARTICLE 9- LIFE OF NETWORK**

9.1 WCPN will continue in operation unless it is terminated by a two thirds vote (two thirds of the total WCPN participating churches) of participating churches at a regularly scheduled meeting.

9.2 In the event of termination of WCPN, all money, property, or other assets of WCPN received from or funded by participating churches will, after payment of all legal debts and obligations (including those to church planters), be distributed back to the participating churches on a prorata basis based on the amount of the moneys each paid into WCPN.

9.4 In the event WCPN is terminated, all undistributed funds given by individuals shall be handled in one of the following ways:

9.4.1 If after payment of all obligations and with no qualified successor to WCPN, the donor(s) will be contacted and given the following choices:

1. The actual or prorated remainder of their donation can be returned to them according to all applicable law and the guidelines of any third party fiduciary, if any.
2. The actual or prorated remainder of their donation will be given by WCPN to the qualified Christian Charity of their choice as long it meets the then prevailing Internal Revenue Service's, or its successor organization, guidelines for being a tax exempt organization.

9.4.2 If there is a qualified nonprofit successor to WCPN, the donor(s) will be contacted and given the following choices:

1. The actual or prorated remainder of their donation can be returned to them according to all applicable law and the guidelines of any third party fiduciary, if any.
2. The actual or prorated remainder of their donation will be given by WCPN to the qualified Christian Charity of their choice as long it meets the then prevailing Internal Revenue Service's, or its successor organization, guidelines for being a tax exempt organization.
3. All remaining donated funds to be transferred to the successor organization.