

Holy Family Episcopal Church
Vestry Meeting Minutes
May 21, 2025, 7:00 PM

Mission: Holy Family seeks to bear witness to the Light of Christ by serving as the heart and hands of Jesus, nourishing people and transforming lives.

Vision: To be the Good News of Jesus Christ in the community.

Attending

- Susie Beard, Jolene Johnston, Bethany Paden, Emily Morton, Kristine Canter, Kay Mulhall, Jessica Largent, Lee Cahalan, Lorri Batesky (virtual), Matt Okerson, Ben Paden, Scott Wilson (Clerk), Father Frank
- Called to Order at 7:04 p.m.

Formation and Team Building

- Opening Prayer and Reflection
- What has been the fruit of your life and/or ministry this week?

Staff Matters

- Parish Administrator
- Lorri announced her retirement effective end of June. The Vestry offered congratulations and thanks to Lorri!
- Director of Communications and Children's Ministry
 - Building Faith Brick by Brick – year end “build a story” in Legos, find the
 - matching scripture, share reflection
 - Pray Space – introduction to new children
 - Stretch & Praise – yoga with scripture/meditation to end the program year, special guest Greta Wilson, extension of Lenten “Movement and Mindfulness” program for the entire church
 - New program year refocus/alignment with Youth Group and Adult Forum to include intergenerational activities; summer launch to promote connections in “off season” months
 - Take advantage of Diocesan Youth Minister resources and leadership for curriculum materials, guest speakers, parent support, etc.
 - Recent Feedback
 - New Here? Booklet in sanctuary helpful to those new to liturgical worship
 - Blue outdoor directional signage helpful to visitors
 - Social media reflections – steady increase in participation
 - Instagram (last 30 days): +14% reel/post views, +13% non-follower views (+120% from March), +2 followers
 - Facebook (last 90 days): +41.5% engagement from previous 90 days, 56.% multi photo posts, +2.5% followers
 - Please continue to interact with church posts and share for reach
 - Fellowship/non-worship activities a draw for people to “check out” Holy Family in low pressure situations; Many continue to watch the livestream then check out in person activities
 - Welcome card in the sanctuary updated
 - Window to Worship videos resumed with new lapel microphone

- Sermon videos shared on Mondays via social media
- Director of Youth Ministry
 - Debrief *Youth Ministry University* – part of the Diocesan five-year vision to “train and equip parishioners, staff, and volunteers from congregations of any size or location with theological and practical tools to increase competence, capability, and confidence for facilitating parish-based youth ministry.”
 - [YMU Overview.pdf](#)
- Debrief Past Events and Upcoming Announcements
 - Earth Day Children & Youth Walk/Picnic
 - Easter Brunch and Easter Egg Hunt
 - SATS Picnic
 - Mother’s Day

Thank You’s and Departure of Staff

Financial Matters - Treasurer’s Report

- Through 4/30/25
 - Income - \$353,028.40 (includes the remainder from the land sale)
 - Expenses - \$104,121.94
- Current Bank Balances:
 - Huntington - \$9,397.68
 - Chase - \$315,084.54
 - Currently waiting for RBC to pull funds to the money market account.
 - Paperwork with Chase banking changes, as previously discussed, continues to crawl toward completion.
 - Beginning to pay things out of Chase in order to wind down Huntington.
 - Will identify an alternate check signatory in consideration of Lorri’s transition
- Treasurer's Notes:
 - No apparent expense issues other than our air conditioning bill has gone up dramatically. Some of this is because of some seriously high temperatures early in the season as well as increased building usage (keep in mind our current staff uses the building through office hours more than the prior staff combination and we're also holding more events for groups), but something to keep in mind personally as we all use the building is to make sure we adjust the air as we leave.
 - Numbers for March 1st through April 30th, comparing 2024 and 2025 numbers looking at both totals and average Sunday giving. Both timeframes included Easter, but 2024 includes a decent amount from Trivia Night income. In 2024, total income during that period was \$37,369.18 and represents a Sunday average of \$3665.50. In 2025, the total was \$52,289.28 with a Sunday average of \$4702.33. So a 28% increase of Sunday giving.

Vestry Matters

- [Consent Agenda](#)
 - Rector’s Report with update on 30-60-90 Day Plan (pages 1-3)
 - Senior Warden Report (page 4)
 - Junior Wardens Report
 - Safe Church
 - Discussed with Parish Administrator and Sr. Warden about current Safe Church Policy implementation and administration.

- Identified and plan on attending useful trainings being offered in the future by the Diocese to help my overall understanding of the Safe Church Policy and Administration.
- Attended Bishop hosted zoom call for Wardens and Clergy.
 - Main topics were reunification and Safe Church Report.
 - The Bishop made it clear that the Safe Church Report is not intended as a means for discipline but rather understanding the current status of the Safe Church Policy implementation throughout the Diocese.
- Two of the HFEC exterior doors have stopped working correctly
 - The door controllers are under warranty, but vendor no longer sells that product
 - Options: (1) Warranty repair (no cost for labor and equipment, but would take as long as 8 weeks due to UK-based parts supplier); (2) move working door controllers to non-working doors (approx. \$800-\$1000) and send off non-working ones for repair/replacement; (3) replace non-working units under warranty with new system (no cost) and pay for new system on the other two doors (\$2,500 - \$3,000 one time, plus \$800/year for hosting); (4) only upgrade 3 doors (Parish Hall door does not need controller), cost is TBD.
 - Regardless, suggestion that we move away from fobs and only issue codes (one-time for events and ongoing for staff/Vestry).
 - The congregation will be notified of the issue. Matt will hunt down a few options and the contract will be sent to the Vestry for review. Insurance claim will also be researched.
- Progress on Goals (pages 6-10)
- New Discussions
 - Filling Vestry vacancy
 - By-Laws: *As vacancies occur in the Vestry, the Vestry shall appoint members to fill vacancies for the unexpired terms.*
 - Recommendation from Wardens: Kay will discuss this with the candidate
- Continuing Discussion
 - Holy Family and Scouting
 - For review: [*What it means to be a Charter Organization*](#)
 - Fr. Frank will meet with the Scout leadership to inform them about the potential for ending the partnership between the Troop and Holy Family, invite them to attend the next Vestry meeting to discuss the future.
 - Other updates
 - Task Group for evaluating ministries hospitality (Kristine, Emily and Fr. Frank) will meet to discuss summer and fall plans
 - Jolene will temporarily pick up some functions (compensated) while Fr. Frank assesses the strategic needs for the Parish Administrator role. Will also ask parishioners to volunteer for specific tasks. Staff meeting Jun 2 to assist with planning. Matt mentioned that Jolene suggested a “good goodbye” event for Lorri. Will be planned.

Next Vesty Meeting: Wednesday June 19, 2025 7:00 p.m.

Closing & Adjournment – The meeting was adjourned at 9:00 p.m., followed by Compline