

Holy Family Episcopal Church

Vestry Meeting Minutes

March 18, 2026, 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.

Attendees: Fr. Frank, David Diaz, Kelly O'Shaughnessey, Katie Wondergem, Matt Okerson, Kay Mulhall, Susie Beard, Isabella Asmus, Lee Cahalan, Emily Morton, Wendy Luckcuck, Jolene Johnston, Ruth Everett, Scott Wilson (Clerk – via Zoom)

The meeting was called to order at 7:07 p.m.

Formation & Community

Opening Prayer & Reflection

Check-In Question:

Where have you seen fruit in your life or ministry this week?

Ministry Updates

Reports

- Parish Administrator - Wendy Luckcuck
 - Created spreadsheet for the leaders of all ministries with contact info.
 - Updated building service spreadsheet when items are updated/repared, with vendor information and date of repair or maintenance
 - Reviewed and updated directory for passwords and access codes
 - Making progress on and waiting for a letter related to updated non-profit entity documentation.
 - Rental schedule is full and lots of inquiries, scheduling as far out as October

- Director of Communications & Children's Ministry – Jolene Johnston
 - Family game night and movie night events were a success
 - Easter eggs are being filled with goodies
 - Migrating children's Earth Day hike to include all families and parishioners
 - Working on Easter Children's Homily with Fr. Frank
 - Colored placemats for Kairos Prison Ministry

- Director of Youth Ministry – Ruth Everett
 - Agape meal hosted two families with the youth group, adding handprints to the youth room wall
 - Movie night is being rescheduled
 - Working on bag-folding ministry
 - Participated in seven of the eight required sessions for Youth Ministry University
 - \$638 in revenue for Shrove Tuesday Pancake Supper

Thanksgiving & Departure of Staff

Stewardship & Financial Oversight

Treasurer's Report

- Fr Frank reviewed the Statement of Activity on behalf of the Treasurer
 - Overall, slightly ahead of Budget, to the positive
- Updated Balances as of 3/18/26:
 - Chase - \$31,999.74
 - Huntington - \$17,817.88
 - RBC Investments - \$289,506.41
- Trivia Night was a smashing success. The amount on the Statement of Activity Report takes into account the costs of putting on the event and there is still \$805 coming over from Square. The total income to the church for the event will exceed \$7300!
- Pledges look healthy, but Open Alms are lagging. This may be because, every couple of weeks, we have a new person identifying their giving are for "pledge" so we're tracking down with those folks to identify their pledge amounts and moving them over as pledging units. At this rate, we'll far exceed our Pledge budget, but fall short of our Open Alms budget. I'm not too concerned about this trend because of the next point.
- Our income continues to exceed our expenses (excluding debt service of course) by a good amount. This is incredibly important given we desire to grow programs and do more things around the property.
- You may note the Parish Retreat as a negative income amount. There are still outstanding amounts expected to come in for this event. Which, not a Treasurer's note but a personal one, was a great experience and totally worth every penny even if we don't get further income to offset it.
- Building Use income is a little behind our budget, but the calendar is getting full as the weather warms and especially as we near graduation. Expect this number to change pretty quickly the next couple of months.
- I will point out that Building Maintenance is already over budget. Lighting and plumbing fixes hit us early this year. I know the staff and parishioners work very hard to try and keep these down, but it kind of is what it is. One thing we'll have to take into stronger consideration when building next year's budget. But, again, our income is ahead of expenses, so I'm not too worried about it.

Motion to receive report from Kelly, second from David; unanimously approved

Governance & Oversight

Consent Agenda – Motion to approve: David, second from Lee, passed unanimously

Rector's Report

Administration

- Continue creating and revamping Policies and Procedures
 - Personnel Handbook
 - Records Retention
 - Safe Church Policy
 - Safe Church Reporting
 - Safe Church Volunteer Resource
 - Social Media Standards of conduct Policy
 - Technology and Device Use Policy
- Continue working with Finance and Treasurer to create processes for financial oversight, budget format, and roles/responsibilities to foster greater accountability and communication.
 - These changes signify a move towards enhanced financial forecasting and transparency, matched with a cultural shift in operational management style.
- Providing oversight to Asset Mapping initiative

Events

- Continuing weekly Podcast, *Faith Unfolded*
- Fellowship on the Road (Clergy New to a Call), *February 26*
- Dinner Group, *February 27*
- Trivia Night, *February 28*
- MINI-stry Events, February 8, 15, 22, and March 1
- Center for Congregations (Capital Campaign discussion), *March 5*
- Youth Agape Meal, *March 6*
- Game Night, *March 6*
- Chaplain for in-person Diocesan Safe Church training, *March 7*
- Diocesan Clergy Lenten Retreat, *March 9-11*
- HFEC Daughter's of the King, *March 17*

Education and Formation

- Continuing new Adult Forum series, *The Shape of Our Baptism*
- Kickoff for Confirmation 2026
- Baptism planning
- HFEC Parish Retreat
- Worship ministry training, continuing

Healing and Trust Building

- Pastoral care, hospital and home visits
- Regular posts to Newsletter and weekly video trailers for worship

Community

- Monthly Multi Faith breakfasts (Fishers Multifaith Community for Compassion FMCC) and building relationships
- Making community connections through relationships with multifaith colleagues
- Offering Spiritual Direction to one lay person, two aspirants, and one Postulant

Clergy Activities

- Attending regular Clericus or Clergy Group meetings (1st/3rd Mondays each Month)
- Continuing regular Spiritual Direction sessions with my spiritual director
- Offering Discernment Group training to parishes with Aspirants for ordination

Diocesan Responsibilities/Committees that I serve on

- Spiritual Director
- Commission on Ministry
- Title IV In-take Officer
- Mutual Ministry Review Facilitator

Sr. Warden Report March 18, 2026

Ministry and Parish Life

- Asset Mapping Committee with Partners for Sacred Places. Participated in Asset Mapping Process developing potential invitees and determining timelines and processes. Fr. Frank is connecting with St. Paul's Indy to talk to them about their experience with a similar process.
- Hosted the Angel Tree table at MINI-stry event

- Welcomed Rev. Mary Slenski as our supply priest on March 15 and provided announcements during 8 am services. Diz Brosmer provided announcements at 10 am service.

Building and Grounds

- Met with Jeff Gatewood to review main entrance landscape plan to refresh front entrance in the spring of 2026.

Update Building and Grounds spreadsheet. I will be working on an estimate of potential building needs that can be anticipated in the next several years. Potential replacements include kitchen garbage disposal, new water heater in attic and older lights in parish hall.

Progress Report: 2026 Vestry Priority Goals

Theme: Our Campus as a Vessel for Growth, Hospitality, Connection, and Outreach

Summary

In 2026, Holy Family will:

1. Grow spiritually beyond Sunday.
2. Strengthen intergenerational belonging.
3. Foster a pervasive Hospitality
4. Foster financial and environmental integrity.
5. Deepen partnerships with our neighbors.

1. Grow Spiritually beyond Sunday

Priority: Move beyond Sunday-only faith formation and create new pathways for spiritual growth.

2026 Actions:

- Identify and designate at least two additional campus spaces (indoor or outdoor) for prayer, study, hospitality, or formation.
- Review all current formation offerings and present a clear plan for expansion or refinement.
- Track participation and report to vestry twice annually.

2. Strengthen Intergenerational Belonging

Priority: Ensure everyone from our youngest children to our elders, feels seen, known, and essential to our common life.

2026 Actions:

- Learn about Intergenerational Ministry and engage the Diocese's *Centering All Children in Worship Initiative* and evaluate applicability.
- Identify 2 concrete adaptations (programmatic or spatial) that support intergenerational life.
- Develop and communicate a clear statement of how Holy Family values all ages in its common life.

3. Foster a Pervasive Hospitality

Priority: Move newcomers from first-time guest to active belonging.

2026 Actions:

- Create a seamless newcomer path "from parking lot-to pew-to follow-up communication."
- Eliminate at least five friction points.
- Implement a clear 3-step Welcome → Connect → Engage pathway with named leaders responsible for each step.
- Establish a consistent follow-up process within one week of a first visit.
- Strengthen online hospitality to ensure digital visitors also experience belonging.

4. Foster Financial and Environmental Integrity

Priority: Steward our financial and environmental resources faithfully, aligning financial freedom and facility stewardship with mission impact.

2026 Actions:

- Conduct a facilities and grounds health assessment with prioritized next steps.
- Identify at least 2 ministry opportunities currently constrained by debt.
- Implement at least one environmental stewardship improvement (energy efficiency, waste reduction, grounds care).
- Communicate how financial integrity supports our mission and campus vision.
- Work closely with Treasurer and Finance Committee to discuss a clear debt-reduction and financial sustainability plan for the parish.

5. Deepen Partnerships with our neighbors

Priority: Carry the warmth of Holy Family into our neighborhoods.

2026 Actions:

- Support the Strategic Planning Committee (STRAP) in completing a parish-wide survey to understand where there is energy for participation.
- Move from “doing for” to “doing with” by conducting at least six strategic listening conversations with local leaders and neighbors. (e.g., Principal at Fishers Elementary, Food Bank leadership, immediate neighbors).
- Communicate quarterly updates to the parish about the impact of these partnerships.
- Align our facilities and partnerships with long-term mission impact by engaging in the Diocese’s Church Buildings and Community Partnerships (CBCP 2.0) Asset Mapping process.

Discernment & Action Items

Continuing Matters

- Update on Strategic Planning process – the STRAPP team will pause at this point while the Asset Mapping Process work is undertaken
- Wendy Blumenthal provided an update on the Asset Mapping Process
 - Goal – deepening partnerships with our neighbors in Fishers; becoming the “church that makes things happen”
 - Aligned with strategic plan
 - Will help us determine the assets (human, physical, etc.) that Holy Family has to offer the community.
 - Team has meet with Partners for Sacred Spaces, the consultant who will guide the work needed for asset mapping. Major work will be completed by the end of June.
 - In the process of determining who in the community will be invited to a meeting with Holy Family to assess and promote Holy Family’s assets to the community
 - Wendy will be presenting the work and next steps on Sunday to both services and/or at hospitality times.
- Landscaping Refresh 2026, *Kay Mulhall*
 - The parish will be involved in any major decisions going forward.
 - Feedback from parish is that our front entry can use a refresh. Parishioner with landscape architect background has donated time and effort, providing rendition for consideration.
 - Kay reviewed the proposed plans and plantings that would be used

- Motion to approve moving forward: Katie, second from Matt, passed unanimously
- Discuss and Adopt new Policies
 - Safeguarding & Reporting Policy
 - Safe Church Reporting Guide for Volunteers
 - Motion to approve these policies: Lee, second from Katie, passed unanimously, subject to updates discussed by the Vestry
- Review Priority Goals and assign action items to Vestry members
 - Goal 1 – David and Katie
 - Goal 2 – Matt
 - Goal 3 – Kelly and Susie.
 - Goal 4 – TBD
 - Goal 5 - TBD

Closing & Adjournment

- The meeting was adjourned at 9:33 p.m.
- Next Meeting, May 20; regular 3rd Wed schedule for June; no meeting in July; regular 3rd Wed schedule for August
- Kay led the vestry in prayer

Statement of Activity

Holy Family Episcopal Church of Fishers Inc.

January 1-March 18, 2026

DISTRIBUTION ACCOUNT	TOTAL
Income	
Bank Interest	1.66
Building Use Fees	743.75
Contributed income	
Donations directed by individuals	
Hogwarts	203.32
Kroger Community Rewards	36.34
Mission Trip	70.00
Open Alms	1,901.64
Pledges 2025	6,940.00
Pledges 2026	61,236.78
Trivia Night	6,540.55
Total for Donations directed by individuals	\$76,928.63
Total for Contributed income	\$76,928.63
Parish Retreat	-1,708.11
Total for Income	\$75,965.93
Gross Profit	\$75,965.93
Expenses	
Advertising & marketing	
Social media	79.17
Total for Advertising & marketing	\$79.17
Building Maintenance	4,245.69
Contract & professional fees	
PayPal transfer fees	448.03
Supply Clergy	190.00
Total for Contract & professional fees	\$638.03
Convention and Conferences	75.00
Grounds	488.11
Hogwarts	111.21
Insurance	5,336.75
Occupancy	
Cleaning	2,210.57
Utilities	7,777.68
Total for Occupancy	\$9,988.25
Office expenses	\$646.80
Bank fees & service charges	120.00
Equipment lease & maintenance	315.00
Internet & TV services	657.34
Office supplies	201.95
Printing & photocopying	208.28
Software & apps	501.12
Total for Office expenses	\$2,650.49
Payroll Processing Fees	404.50
Payroll Taxes	1,162.92

Statement of Activity

Holy Family Episcopal Church of Fishers Inc.

January 1-March 18, 2026

DISTRIBUTION ACCOUNT	TOTAL
Wages	
Clergy Salary	\$5,284.60
Housing	15,937.50
Priest Pension	3,229.50
SECA	1,623.50
Total for Clergy Salary	\$26,075.10
Lay Staff Wages	\$8,723.99
403B	-174.21
Total for Lay Staff Wages	\$8,549.78
Total for Wages	\$34,624.88
Total for Expenses	\$59,805.00
Net Operating Income	\$16,160.93
Net Other Income	
Net Income	\$16,160.93