Holy Family Episcopal Church
Vestry Meeting Minutes
October 7, 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, Emily Morton, Kay Mulhall, Lee Cahalan, Matt Okerson, Jolene Johnston, Scott Wilson (Clerk).

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

Formation & Community
Opening Prayer & Reflection

Check-In Question:
Where have you seen signs of growth or grace since we last met?

Staff Updates
Reports

- Parish Administrator - Wendy Luckcuck
  - No report
- Director of Formation and Communications – Jolene Johnston
  - Formation
    - Volunteer teachers in Disciples and Youth Group going well. Thanks to Heather Tannas for being a constant in Godly Play.
    - All Ages Formation gathering - Origins of Blessings. Wrote original blessings based on everyday objects. Next gathering Gaudete Sunday (Advent) 12/14.
    - All ages sermon coordination for Pet Blessing/St. Francis
    - Held first Youth Group evening gathering: Dinner, Marty Blake led teambuilding, Care Cards, Compline. Next gathering with The Table 11/1.
    - Chili Cookoff raised $750 for Children's Ministry. Huge thanks to Kelly O'Shaughnessey for leading.
    - Upcoming events:
      - All ages Halloween Spooktacular 10/10
      - Diocesan Acolyte Festival 10/24
      - Youth Group gathering 11/1
      - Diocesan Convention Creative Arts Faith Formation 11/7
  - Communications
    - Updated Stewardship web page and bulletin with weekly handouts
    - Working to create a digital Candidate request form (Baptism, Confirmation, etc.)
    - Announcements slides during 10 AM
    - Emails from Father Frank get best response for volunteers

Thanksgiving & Departure of Staff

Stewardship & Financial Oversight

Treasurer's Report

- No report

Governance & Oversight

Consent Agenda – *Motion to accept: David, second from Kay; unanimously approved*

Rector's Report

Administration

- Continue aligning administrative and organizational processes, fostering greater clarity, consistency, and communication.
- YTD Average Sunday Attendance: 115

Events

- Continuing weekly Podcast, *Faith Unfolded*
- Continued training for worship ministries
- Education and Formation
    - Origins of Episcopal Church, Origins of the Bible
    - Concluding Confirmation 2026
- Fishers Pride event
- Wedding for Matt and Megan Okerson
- Kickoff on Sunday Night Youth Event
- Completed 2nd All Ages event for 2026-2027 program year
- Attended Bites and Beyond event hosted by one of our new families

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
- 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
- Conducted an MMR for St. Paul's, Richmond
- Attended Commission on Ministry at Waycross
- Continue mentoring seminarian for yearlong internship at Holy Family (Bryan Furuness)

Diocesan Responsibilities/Committees that I serve on

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

Senior Warden's Report — October 7, 2026

Ministry and Parish Life

- Met with Fr. Frank, Matt, and Kelly to review current issues and prepare for the September 24 Vestry meeting.
- Spoke with Caroline Lauber of Partners for Sacred Places on September 17 about our asset-mapping status. I am working with the Asset Mapping team, led by Wendy and Katie, to finalize the internal and external participant list and develop a schedule for the November event.
- Attended the Finance Committee meeting on September 14.

Building and Grounds

- Held the first B&G Advisory Committee meeting to assess the building's condition and prioritize needs.
- Following recommendations from the B&G Advisory Committee and Vestry approval, Gerry Brosmer and I met with Hope Plumbing on September 25 to arrange replacement of the attic and sacristy water heaters. We also met with Vortex Doors on September 25 and 28 to address repairs to several doors throughout the building. The committee recommended donating the large picnic tables and several older benches unless parishioners claim them. Lee provided Jolene with a newsletter article. Stephen Hendrickson and Dan Chillemi inspected the parish hall lighting issues with guidance from Matt and have developed a plan to repair the problems. The next B&G Advisory Committee meeting is October 14.
- I will work with Jolene and Wendy to establish a process for notifying the B&G Committee of current building/grounds needs and issues.
- I am working with the Water Buddies crew—Karen, Jeff, Gerry, and Kay—to ensure the new beds and outdoor pots are watered regularly and occasionally weeded.
- I will meet with Jeff Gatewood to discuss plans for the parking lot island bed.

Holy Family – 2026 Vestry Priority Goals
Theme: Our Campus as a Vessel for Growth, Hospitality, Connection, and Outreach

Summary
No Highlight = No action
Yellow = Progress
Green = Completed

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.
    - In April
        - Held a Formation Roundtable Discussion with Staff, Volunteers, and invited potential volunteers.
        - Track participation and report to vestry twice annually.
        - Children's Ministry is tracked participation over 2025-2026 program year.

    - In May, discussions are underway to redesign the Youth room. Will need to put a committee together that includes stakeholders to oversee this project.

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.
    - Jolene and Fr Frank met on 6/15 to continue discussions of planning for 2026-2027 program year. We are anticipating 6 intergenerational offerings in the coming year.
- 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.
    - **Ongoing**

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.
    - In May, we completed an onsite walkthrough with Church Insurance
- Identify at least 2 ministry opportunities currently constrained by debt.
    - Hospitality
    - Building and Grounds
- Implement at least one environmental stewardship improvement (energy efficiency, waste reduction, grounds care).
    - Proposal for B&G maintenance contracts
- 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.
    - In May, Vestry approved new loan terms and transitioning the Treasurer position

5. Deepen Partnerships with our neighbors
Priority: Carry the warmth of Holy Family into our neighborhoods.

2026 Actions:

- Support the Strategic Planning Committee (STRAAP) in completing a parish-wide survey to understand where there is energy for participation.
    - In April, The STRAAP Committee has disbanded given the focus on Asset Mapping and current overhaul of administrative processes.
- 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) process.
- We have pivoted from an external process to doing an internal "asset mapping" with the leadership of Sacred Partners and CBCP.

Jr. Warden Report

- No report

Discernment & Action Items
Parish Rentals and Shared Use Discernment

Purpose: To establish initial direction for the use of Holy Family's building, identify information still needed, choose a temporary approach for handling rentals, and commission a review team. Vestry is not being asked to approve a final rental policy at this meeting.

Background
Holy Family currently makes portions of its building and grounds available to parish groups, community organizations, mission partners, businesses, and private renters. Although we have a rental agreement, we do not yet have a complete picture of:

- What these uses accomplish for Holy Family and the wider community
- The full financial, staffing, volunteer, and building costs
- The level of rental activity we can manage well
- The safeguards and oversight needed, especially because no staff member is onsite
- How rental experience should inform the wider asset-mapping process

Notes from Discussion Groups
Cost & Capacity

- Variables and factors (hidden costs) make it tough to find a specific "cost of hosting an event", but, costs are likely higher than revenue
- Impact on budget makes this a priority budget item to address.
- Taking staff time away from other priorities – no events frees up staff time
- Rentals (even at no cost) that are mission-oriented have a greater cost/benefit value
- Some events can conflict with other church activities (capacity)
- Risk of injury by an event participant is unpredictable and may be high
- Highest revenue events (more space, more people) are likely the highest cost
- If cost and capacity were not an issue, strategically/missionally, is renting space something HFEC wants to do?

Risk & Oversight

- Property damage, injury, reputational risk

- Presence of paid staff at all events (security/police), external lighting, security cameras – what extra work/efforts (upgrades) are needed to mitigate risk
- Some social rentals (e.g., parishioners) are lower risk
- Insurance and other risk reduction factors can be embedded in the cost structure/event fees.

Mission Benefit & Connecting to Asset Mapping

- What are the criteria for determining who is a mission-aligned renter?
- Identify signs of benefits
    - Aligned with Epis
    - Improving the community
    - Non-profit or for profit
    - Demonstrating responsible care for the space and communicating well
    - Growth of HFEC, meaningful difference in people's lives
    - Positive reputation
    - Extending HFEC's mission of being a strong member of the community
    - Supporting vulnerable populations.

Benefits

1. Low-cost space for community members
2. Creating more connections in the community
3. Addressing a need (furthering our mission)

Safeguards

1. Compliance with Safechurch
2. Onsite supervision
3. Security
4. Aligning with missional focus

3 Pieces of Information Still Needed

1. Cost / Revenue (how much and how significant/material?)
2. Certifications of renters
3. Parishioners' views on "no more rentals"

Action

Vestry will be asked to:

1. **Choose a temporary approach for the review period:**
    - Continue current arrangements but pause new rentals
    - Consider only mission-aligned requests
    - Consider new requests under a clearly defined temporary screening process
    - Pause the entire rental program
2. **Clarify temporary authority:** Decide who may approve, decline, or pause rental requests while the review is underway and what minimum safeguards must apply.

Interim Choices During the Review Period

These are temporary choices for how Holy Family will handle rentals until the review team reports to Vestry. They are not the final rental policy.

Review the four possible interim choices. Each member names the approach they can support, and one condition needed for support.

Temporary Approach	What Holy Family would do during the review?	Why Vestry might choose this approach?
(1) Continue current arrangements but pause new rentals	Honor existing and recurring commitments but do not add new renters during the review.	Current users are known and there are no urgent concerns that have emerged.
(2) Consider only clearly mission-aligned (as determined by Fr. Frank) and parishioner requests during the review period. In place for one month, until next Vestry meeting.	Consider new requests only when they clearly support Holy Family's mission or an important community need, or are from a parishioner.	Vestry wants to remain open to meaningful partnerships while limiting additional burden.
(3) Continue accepting requests under a temporary screening criteria	Consider new requests using a *temporary screening process with that process needing to be further defined before moving forward. **must be defined before accepting any new requests.*	Vestry believes with a screening process in place, current capacity and safeguards are sufficient to continue carefully.
(4) Pause the entire rental program	Suspend new and, where agreements permit, current rentals until urgent concerns are addressed.	Vestry believes there are significant safety, insurance, legal, access, or operational problems.

Vote by the Vestry: Three votes for option (1), four votes for option (2). *Option 2 passed.*

3. **Appoint a Rental and Shared Use Review Team:** Ask the team to examine purpose and community benefit, cost and capacity, and process and safeguards, consulting Wendy, Jolene, and others as needed.
    - Sharon and Katie have volunteered to lead this process
4. **Reporting Date:** The review team will bring its findings and practical recommendations to the November Vestry meeting.

Closing & Adjournment

- Remaining 2026 Meetings: November 4 (Bishop Jennifer participating), December 16
- Adjournment at 9:39 p.m.
- Vestry closed with prayers of intercession and the Lord's Prayer.