

St. Leo The Great

ROMAN CATHOLIC CHURCH

130 Watford Street, Brooklin, ON L1M 1H2

905.655.3286 • Fax: 905.655.4519

www.stleothegreat.ca • e-mail: st.leos@bellnet.ca

Pastor: Rev. Charles T. Forget

Parish Secretary: Magda Nowak

905-655-3286 x 101

OFFICE HOURS:

Monday to Thursday 9:00 a.m. to 3:00 p.m.

Closed for Lunch from 12:00 noon to 1:00 p.m.

Friday Office Closed.

DAILY MASS SCHEDULE:

Tuesday, Thursday and Friday 8:30 a.m.

Wednesday 6:00 p.m. Adoration of the Blessed Sacrament - Mass: 7:00 p.m.

Rosary prayed 20 minutes before weekday masses.

SUNDAY MASS SCHEDULE:

Saturday 5:00 p.m. Youth Mass

Sunday 9:00 a.m. (with Children's Liturgy JK, SK, Grade 1 & 2) & 11:00 a.m.

SACRAMENT OF RECONCILIATION:

Saturdays 4:00 p.m. to 4:30 p.m. or anytime by appointment.

SACRAMENT OF BAPTISM:

Please download the Baptism Information Kit and Registration Form from the parish website, www.stleothegreat.ca

SACRAMENT OF MARRIAGE:

The Archdiocese of Toronto requires that you contact your parish priest at least one year in advance of the planned date of your wedding and that you participate in a marriage preparation course. Please call the Parish Office.

PARISH REGISTRATION:

All families attending St. Leo's are requested to register with the parish.

Registration forms are available in the vestibule of the church.

LOCAL HOSPITALS AND EMERGENCY PASTORAL VISITATION

If you or someone in your family is in the Oshawa, Whitby or Port Perry Hospitals and would like to have a priest (for serious reasons) visit the person who is sick for Anointing of the Sick, Last Rites, Confession or Communion, please note that there is a full-time Catholic Priest assigned to these three hospitals at various times of the week. Simply ask hospital staff to inquire as to whether *Father Pius Alejo* is present in the hospital (or when he will be). If *Father Pius Alejo* is not available and there is an emergency requiring a Catholic priest, please call St. Leo the Great Parish at 905-655-3286 and when prompted, press "8" and leave your message. Fr. Charles will receive your message (if he is available) and return your call. If there is no emergency but you would like to speak to Fr. Charles, please call the parish office and leave a message with the parish secretary at 905-655-3286 x 101.



NEW OFFICE RECEPTION WINDOW

If any of our parishioners were to visit a local Catholic parish office you would find that the secretary is hard at work in the background and comes to welcome and greet visitors at a reception

window. Gone are the days when a visitor who has come to get parish envelopes, to register in the parish or to get a Mass card walks right into the office working area to do so, and for good reason. Parish secretaries and Office Managers are kept busy with so many different tasks that attending to the reception end of the position is only a small part of the hefty amount of office work to be done. They take care of all the financial end of the running of the parish, paying bills, keeping financial records, inputting the Sunday offertory donations, issuing income tax receipts, preparing the bulletin, schedule meetings, answer phone calls and email inquiries, receiving guests for appointments and many, many other tasks.

RECEPTION WINDOWS

All of the work they do requires confidentiality as they are working with the parishioners' personal information and, therefore, are charged with protecting all office materials. For this reason alone, a *walk-into-the-office* situation can no longer exist and is why most if not all parishes are installing reception windows in the parish office. This preserves all confidential materials the secretary might be working on from the eyes of anyone visiting. In our parish's former office set up, visitors entered right into the office area and leaned over a wall to get Mass cards or speak to the secretary. Meanwhile, they were looking right over the secretaries desk which would be scattered with all manner of private and confidential documentation and paperwork, not to mention the computer screen visibly seen. It forced the secretary to cover up whatever she was working on in order to attend to visitors.

OUR RECEPTION WINDOW

Our parish has now installed a Reception Window to the right of the main office door. The window frame itself was originally installed when the church was built but was not used. We had a carpenter install a shelf at the reception window both for the secretary inside the window and for those visiting on the outside. Forms may be filled out here and there is an ample window opening at the bottom to pass items and documents back and forth. While it never feels quite right speaking to another person through a plate of glass and a couple of holes

This new arrangement also provides security for the parish as the secretary works alone in the office area itself. Outside of the need for those coming into the office for appointments, the office door is locked. Awhile back we began locking the outside door leading to the office and all visitors who identify themselves are then buzzed into the outer office area. Now they will simply proceed to the office reception window and have their needs attended to there.

I am sure it will take all of us – parishioners, the Office Manager and me – some time to get used to speaking to the Office Manager through a kiosk window but in the long run it

will allow the secretary to attend to her many and varied tasks while still meeting the needs of visiting parishioners. I would ask for the patience of all involved as we move to make our office work more efficiently and safe while ensuring the service component of the new reception window.

I would like to extend a special note of appreciation to *Fairview Glass Limited*, owned and operated by parishioners, who kindly donated the materials and installation of the glass reception window.

OFFICE HOURS

For over two years now we have had new office hours and the office has been closed on Friday's, as is the case in many parishes. Parish secretaries work 35-hour weeks (and then some) and have so many items to attend to apart from the phones and email correspondence. That is why the office hours are shorter than the hours the secretary is working so that the many tasks which demand care and attention will be accomplished from week to week.

RESPECTING THE LUNCH HOUR

The Office Manager is entitled to an hour for lunch but to this day there are many who come to the office during the lunch hour from 12 noon to 1 pm. The office hours are clearly marked at the office door (and below) as well as on the front cover of our parish's weekly bulletin. The office closes each day from Monday to Friday at 3 pm. so that the secretary can complete her work uninterrupted for the day before the end of the day.

Just a friendly reminder that the office hours are as follows:

MONDAY TO THURSDAY
9:00 AM. TO 3:00 PM.

LUNCH TIME: 12 NOON TO 1 PM. (1 HOUR)

THE OFFICE IS ALWAYS CLOSED
ON FRIDAY

Obviously the 20 hours the parish office is open to the public each week is ample time for parishioners and visitors to access the office. As our parish continues to grow we may look into the possibility of hiring students at times other than the regular office hours to meet the expanding access needs of our parish.

At The Front Desk

*Those of us who worked at the front desk of a convention hotel in Williamsburg, Va., prided ourselves on making guests feel special. When someone arrived at reception, credit card in hand, we would sneak a peek at it and address them by name. Once during a particularly busy check-in, one of our guests presented a corporate credit card. "Welcome to Williamsburg, Mr. Bell," the desk clerk said. "Oh, please," the man replied, "call me Taco."

Calling a dentist

*A woman phones the dentist and asks, "Can I have an appointment to take a tooth out?" The dentist replies, "Yes, I can fit you in at 4pm. and it will cost \$50." "I can't afford that, can't you do it cheaper?" asks the woman. "Well, if you come at 5pm., the receptionist has left, so I don't have to pay her wages, so it will be \$40." The caller says, "That's still too much." Come at 6pm. There's no electricity, it'll be dark. \$30."

"I still can't afford it." "Come at 7pm., however, I won't have any anesthetic, so it will be really painful, the tooth will just be pulled out, there could be serious bleeding, but I can do that for \$15." "Fine, I'll tell my husband to be there at 7 pm. then." (Fr. Charles)

Mass Intentions for the Week

Tue, Feb 14	8:30 a.m.	Anna Sabala +
Wed, Feb 15	7:00 p.m.	Mark Mason +
Thu, Feb 16	8:30 a.m.	Nellie Linehan +
Fri, Feb 17	8:30 a.m.	June Williams +
Sat, Feb 18	5:00 p.m.	Stefan Danielewski +
Sun, Feb 19	9:00 a.m.	Zachary Barill +
	11:00 a.m.	Attilio and Maria Tuzi +

WORLDWIDE MARRIAGE ENCOUNTER WEEKEND

Celebrate your love and take a fresh look at your marriage! Spend a very special weekend together. A Weekend of discovery...a lifetime of love! Worldwide Marriage Encounter is a weekend getaway that helps married couples rediscover themselves as individuals and as a couple. The Weekend format helps couples communicate openly and honestly without group sharing, therapy or marriage counselling. Upcoming Weekends: March 17-19, October 20-22, 2017 at Queen of Apostles Renewal Centre, Mississauga. For more information and application, please go to www.wwme.org or contact: Gerard & Marge McCauley at gerard.marge@rogers.com or (905) 792-1925.

TOTUS TUUS – SAVE THE DATES

Totus Tuus is returning to St. Leo the Great Parish for the seventh year in a row! These are the dates to save:
Sunday July 23 – Thursday July 27 will be the Evening program for students entering grades 7 -12;
Monday July 24 – Friday July 28 will be the Day Program for students entering grades 1 – 6.

JOIN THE "CALL FOR CONSCIENCE"

Now that Canada has legalized assisted suicide/euthanasia, did you know that doctors in Ontario are forced to provide direct referrals for patients seeking to end their lives? Doctors who object feel a direct referral is akin to being an accomplice to assisted suicide. No foreign jurisdiction in the world that has legalized euthanasia/assisted suicide has forced health care workers or facilities to act against their conscience. Visit www.CanadiansforConscience.ca to learn more, join the "Call for Conscience" and to write directly to your Member of Provincial Parliament asking them to protect conscience rights.

CWL

We invite all ladies of the parish to come and find out what the Catholic Women's League is all about. Come and enjoy grace-filled moments as you share your gifts to help work for our parish. Add your voice to a national sisterhood of Catholic women who promote awareness and respond to political and social issues that affect all Canadians. Give yourself the gift of the CWL. Membership dues (\$25) can be paid by contacting Jackie McVeigh at 905- 493-4677 or by cheque to St. Leo's CWL placed in an envelope marked CWL and placed in collection basket. Our next regular meeting will be held on Sunday, Feb. 26 in the parish hall after the 11:00 mass. Why not check us out?

MARY MATTHEWS PUBLIC SPEAKING CONTEST

The Contest will take place on February 19 in the Parish Hall. Registration for students begins at 1:00 p.m. with the competition at 1:30 p.m. Members of the parish are invited to come out and hear our young people and show your support for their creativity and courage. Light refreshment will be served.

COFFEE SUNDAY

Immediately following each of the Sunday morning Masses on February 26. It's a great opportunity for our parishioners to experience fellowship over a warm cup of coffee and some biscuits. Tickets will be available for the April 30th Fashion Show featuring clothing from Alia Tan Jay.

WORLD DAY OF PRAYER

Will be held at St. Leo's at 1:00 p.m. on Friday, March 3. This is an ecumenical prayer service and all are invited. The service this year is prepared by the women of the Philippines and the theme is "Have I Been Unfair to You?" Refreshments will be served in the parish hall after the service.

DEVELOPMENT & PEACE - 50th Anniversary

Did you know that in the 70's, governments in many parts of the Global South violently suppressed dissent? Development & Peace stood with the poor during their struggles for liberation in countries such as apartheid South Africa and Marcos' Philippines. To find out more about the work of Development and Peace visit the website at <http://www.devp.org/en/get-involved>

VOCATION SEEDS


"No eye has seen, nor ear heard, nor the human heart conceived, what God has prepared for those who love him." If you feel you are being invited to spread the Good News of God's love as a priest, deacon, brother or sister, contact Fr. Chris Lemieux, Vocation Director, Archdiocese of Toronto at 416-968-0997 or email at vocations@archtoronto.org




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