

Second Edition
Church of the Good Thief
(Archdiocese of Kingston)

Pastor

Msgr. M. Joseph Lynch

Mass Times
Saturday 5.15pm
Sunday 10.00am

Telephone calls to the Church of the Good Thief should be made to St. Joseph's Parish, 392 Palace Road, Kingston, ON K7L 4T3

Telephone
613 547-5004

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Foreword – Second Edition

This Guide is issued to acquaint parishioners, and especially new parishioners, with the activities and services offered by the Parish and with the organizations active within it. Please do not hesitate to contact any members of the Pastor's Advisory Council or the Finance and Property Committee if you have a question or wish to volunteer. Telephone numbers are listed on the church bulletin board. We hope that the booklet will help you understand the source of information given in the weekly Bulletin and on the Parish website www.goodthiefchurch.ca

The Second Edition contains some corrections, some additions, and changes related to the adoption of the new Roman Missal. Please take a copy and dispose of the first edition.

MESSAGE FROM THE PASTOR

Dear Parishioners:

It is a pleasure to introduce you to this booklet outlining the parish activities, services, and organizations here at the Church of the Good Thief.

As you peruse the pages of this booklet, you realize again the many ways in which the parishioners of Good Thief co-operate to provide a vibrant and active community of faith.

I wish to thank those who are currently involved in the parish and to welcome those who may consider further participation. There are many and varied opportunities available to you. I hope that you will find some area where you will feel comfortable and be able to participate.

I also take this opportunity to thank Father Peter Timmins for his ongoing ministry here at the Church of the Good Thief. His work and his commitment illustrate the very kind of spirit that makes the Church of the Good Thief a blessed setting in which to celebrate our faith.

Sincerely in our Lord,



Pastor

PASTOR'S ADVISORY COUNCIL

The Pastor's Advisory Council is appointed annually. Its purpose is to provide advice to the Pastor. The advice should reflect the various constituencies within the parish and the opinions of the Council will be a means of assessing the priority to be given to proposed initiatives. Council members will assist the Pastor in the communications necessary to form groups of parishioners who accept the responsibility to undertake the various ministries of the parish. The objective is to ensure that the routine administration of the parish is as effective as possible so that the focus of the Council can be the spiritual growth of the Parish and its members.

Council Members July 1 2011 – June 30, 2012

Ann Boniferno
Agnes Cleary
Will Geris
Denise Irvine
Mariella Morin
David Tudin
Jane Watts

An important function of the Advisory Council is to act as a two-way channel of communication between parishioners and the Pastor. Please contact any member with comments or suggestions. Members of the Council will assist the Pastor in evaluating and implementing initiatives to aid the spiritual growth of the Parish and its members. Meetings occur at roughly bi-monthly intervals. The Finance and Property Committee is appointed separately by the Pastor to provide him with advice and assistance in the operation of the Parish in terms of finances, buildings and grounds and church maintenance.

LITURGICAL CELEBRATIONS

At the Church of the Good Thief, the Eucharist is celebrated weekly at

5.15pm Saturday
10.00am Sunday

Individual Reconciliation can be made prior to the Masses by request.

Celebrations which will be held at the church on some Holy Days are given in the weekly bulletin. Other celebrations will be held at St. Joseph's.

Masses at St. Joseph's Church, 392 Palace Road, Kingston
9.00am and 5.15pm Saturday
9.00am and 11.00am Sunday
9.00am and 5.15pm Monday to Friday

Sacrament of Reconciliation
Monday, Friday and Saturday 4-5pm

LITURGICAL MINISTRIES

Participation in the Holy Eucharist by all Catholics is a wonderful privilege, only available to us because we are made in the image of God and have been incorporated into the Body of Christ through Baptism. It is a special privilege to be able to assist in the Eucharistic celebration as server, minister of communion, reader, presenter of gifts or minister of hospitality. Acceptance of these tasks brings graces which we should reflect in the way we live. An important part of the duties is our prayerful preparation.

Becoming a Liturgical Minister

You may indicate your willingness to serve in any way by reviewing the various positions in this brochure and indicating your interest on a form available in the church entrance hall or distributed at Mass. In September of each year you will receive a sheet to confirm or change your ministries and to note when you will not be available in the upcoming year.

Training and being mandated for a particular ministry are prerequisites. A schedule of Ministers is drawn up on a periodic basis and published in the Weekly Bulletin to show when individuals are expected to serve in their chosen capacity. If you are unable to make a particular date, please either make your own arrangements for a substitute or contact

Denise Irvine at 613 546-1927 or demci42@bell.net

All volunteers participate in the diocesan Screening in Faith Initiative (See page 18). For most ministries this only requires filling in and signing a form which will be given to you, and receiving an outline of the volunteer position. For a limited number of positions with larger responsibilities and depending on the degree of trust inherent in the position, the process is more rigorous (See page 18). These positions are noted in the brochure by an asterisk*.

Liturgical Procession

All who act as Ministers in the Mass form part of the entrance procession. The normal makeup of the procession is:

Server	Collector	Hospitality		
Cross Bearer	Reader 1	Reader 2	Minister of Communion	Priest
Server	Collector	Hospitality		

The liturgical ministries of the Parish are as follows:

Altar Servers

Servers are needed for Sunday, Saturday and Funeral Masses. The duties depend on the type of Mass but include cross-bearer, setting and clearing the altar during Mass, serving the presider with the bread, wine and water, and with water and towel for the ablutions, and sounding the gong to indicate the calling of the Holy Spirit and the consecration of the Body and Blood. We are most pleased if younger members of the Parish are willing to serve. In general no schedule is set for such servers. At each Mass, a more senior person who is familiar with the duties is scheduled as back-up server in the event that no regular servers are available. Volunteers to act in this capacity are most welcome. Training in the duties can be arranged.

Minister of Communion

Ministers of Communion have perhaps the most awe-inspiring role of all – to deliver to communicants the Body or Blood of Christ. They are approved by the Pastor and the Archbishop and are formally mandated for their task. Before Mass begins, ministers should check that the key is in the Tabernacle door. Immediately following the Offering of Peace, after using hand cleanser located behind the tabernacle, open the Tabernacle, genuflect, and take out the consecrated hosts (regular hosts in the ciborium and gluten-free hosts in the glass receptacle). Wait at the side until the presider has completed the breaking of the bread and then take the hosts to the altar. Receive the Body of Christ from the presider, and then distribute consecrated hosts to the People with the invocation “The Body of Christ”. The host is taken to persons unable to come to the altar. Deliver gluten-free hosts to the persons requiring them. Following communion, collaborate with the presider to replace unused hosts in the Tabernacle, genuflect, and return to your seat. Ministers of Communion and others also distribute communion to the sick or housebound. This follows a liturgical format which is outlined on a leaflet which is available in the sacristy. To arrange this, please discuss it with the presider.

Reader

In general two readers participate in the Mass, although one may carry out the complete duties. Each reading should be carefully prepared beforehand. The first reader carries in the Book of God’s Word and places it on the ambo (lectern) open to the page for the Mass and returns to his/her seat. After the opening prayer, he/she moves to the ambo and proclaims the first reading. This reader needs to check before Mass whether or not the cantor will sing the Psalm. If they do, the reader leaves the ambo after a period of 30 seconds of silence for reflection. If they do not, after the period of silence, the response to the Psalm is first read and the People respond, then each verse of the psalm is read allowing the People to make the response. The reader then leaves the ambo. The second reader goes to the ambo and proclaims the second reading. He/she leaves after a similar period of 30 seconds of silence for reflection. Near the end of the creed, the second reader proceeds to the ambo and waits for the presider to introduce the Prayer of the Faithful. A sheet of these prayers will be found on the ambo.

Note whether there are any special prayers (particularly for those who are sick or who have died). He/she leaves the ambo after the presider's concluding prayer. At the end of Mass, the first reader collects the Book of God's Word from the ambo to process from the sanctuary. It is left on the lectern in the entrance.

Collector

At regular Masses, two persons take up the collection during the Offertory. At the Offertory, the baskets are picked up from the altar, a bow is made to the altar, and the baskets are passed along the pews from the central aisle. On completion, the baskets are placed together and carried by one collector. The other carries the wine and hosts and presents the offerings to the presider. The presider then returns the offering to the collectors who immediately take it into the chapel so that it may be locked away in the safe.

Minister of Hospitality

Ministers of Hospitality stand in the entrance hall to welcome people to the celebration of the Mass. At the end of Mass in a spirit of hospitality they offer each one the parish bulletin or other communications. They might seat or answer questions for visitors, for example, noting the location of the washroom. The purpose of this ministry is to give parishioners and visitors the feeling of belonging to the community of faith.

Sacristan*

Sacristans are responsible for opening and closing the Church before and after Mass and ensuring that the lights and microphones are turned on and off. They ensure that all that is needed for the ceremony is in place e.g. the chalice and ciborium with bread (regular and non-allergenic), water and wine cruets, that the Roman Missal and Lectionary are ready at the pages for the Mass of the Day and the Prayer of the Faithful is available. A detailed listing of the duties is maintained in the Sacristy. A separate responsibility often taken on by individuals is to take care of the vessels, vestments, altar linens and candles etc that are required for liturgical ceremonies.

Good Thief Choir

Among the faithful, the choir exercises its own liturgical function, its place being to take care that the parts proper to it are properly carried out and to foster the active participation of the faithful by means of the singing. The Good Thief Choir sings at the 10am Sunday Mass. Practices are held one evening per week from September to June. We welcome all adults and teens who would like to contribute to the liturgy in music ministry. For information, please contact Ann Boniferro (613 541-1324 or boniferr@alcdsb.on.ca).

Church Decoration

Themes for liturgical Feasts and Seasons are illustrated through decorative wall decorations, symbolic displays in front of the altar and flowers. This is normally done by a group meeting weekly. For further information contact Valerie Gowsell (613 546-4655).

SPECIAL FAITH MINISTRIES

Arrangements for the following ministries are made through the office of St. Joseph's Church at 392 Palace Road, Kingston, ON K7L4T3 at 613 547-5004

Baptismal Preparation and Baptisms

Confirmation

First Communion and Reconciliation for School Children

Funerals

Marriage Preparation and Weddings Rite of Christian Initiation for Adults (R.C.I.A)

Devotions

The following devotions take place each week in the Chapel or Parish Centre. Everybody is welcome - come and pray.

Cenacle/Rosary: 9.00am Wednesday

Divine Mercy: 3.00pm Friday

Legion of Mary

The Legion of Mary has both active and auxiliary members. The Legion's pastoral ministry involves regular visits and telephone calls to the sick and shut-in in institutions, hospital and homes. Prayers are offered daily, through the intercession of Mary, for the glory of God and needs of our neighbors. Meetings are held following the 9.00am Cenacle prayers on Wednesday. It is open to both men and women. Members who visit will be asked to participate in the screening program. Information may be obtained from the President, Irma Hogan (613 546-6453).

Good Thief Chapel - Our Lady of Solitude

The Chapel at the rear of the Church is available for private prayer before the Blessed Sacrament from 9.00am to 7.00 pm. The combination for the lock on the door is available from members of the Pastor's Advisory Council. Please keep this number secure within the parish community and ensure that the door is closed after entry or on exit. The Chapel is intended for quiet prayer.

Catholic Women's League

Mission: The Catholic Women's League of Canada is a National Organization rooted in gospel values, calling its members to holiness through service to the people of God.

Meetings: 1.30pm on the 2nd^o Thursday of each month

Meetings are held in the Parish Centre. The format is generally prayers, CWL business, occasionally a speaker and a social period.

Activities include links with the Diocesan Convention, a Diocesan Retreat, fund raisers, student bursaries for academic achievement and religious participation, and maintenance of the Parish Centre library. Occasional potluck dinners are held in the Parish Centre for all female parishioners. Financial support is given to a number of community and international organizations. For information, contact the President, Jane Watts (613 546-5973).

Food Bank

A collection of food for the Partners in Mission Food Bank is made on the first Saturday and Sunday of each month, with bags being given out the preceding weekend. Donations of dry and canned goods are welcome. Monetary contributions are not accepted. For further information contact Miriam van Vlymen (613 536-5137).

CHURCH OPERATIONS

Accounting and Payments

A part-time book-keeper carries out the book- and financial record keeping functions for the Parish. This includes administration of the envelope system, the payment of accounts and the preparation of on-going financial reports to the Finance and Property Committee. Accounts to be paid may be delivered to the mail slot at the Rectory or mailed to Church of the Good Thief, 743 King St W, Kingston. ON K7M 2G3. Immediate questions may be answered by Michael Sayer (613 531-4853 or sayerm@physics.queensu.ca).

Parish Envelopes/Tax Receipts

All regular members of the Parish are requested to use weekly envelopes for offerings. Packages of envelopes are supplied at the beginning of the calendar year. Anyone may request a set of envelopes by marking a box and filling in the information on the yellow envelopes found in the church pews. Offerings made to the Parish through the envelope system or by separate donations are recorded and a receipt for income tax purposes is provided in late January or early February. Immediate questions regarding receipts may be addressed to St. Joseph's Church (613 547-5004) or to Michael Sayer (613 531-4853 or sayerm@physics.queensu.ca).

Offertory Count*

Two persons count the offertory each week. If you would be willing to volunteer for this, please make a notation on your weekly envelope. This is a High Trust position (see below).

Mass Intentions

Envelopes are available in the pews of the church to arrange a Mass for an person or an intention. Please provide the information requested and drop it in the collection basket. The usual donation is \$10 per Mass. Every effort will be made to say the Mass on the date requested, but circumstances might mean that a different date is necessary.

Volunteer Screening Committee*

The diocesan Screening in Faith Initiative is implemented in all parishes of the diocese. This program is designed to protect potentially vulnerable persons served by the church, volunteers, church resources and programs. The program is administered by a volunteer screening committee established within each parish. Most liturgical ministries (e.g. Reader, Eucharistic Minister, Minister of Hospitality, Collector) require only that a special form is filled up, that a position description is received, and that a volunteer covenant is signed. For a limited number of volunteers with larger responsibilities, and depending on the degree of trust inherent in the position, the process will include interviews with the screening committee, checked references, a police records check and supervisory checks and evaluations. The Chair is Laura Niles (613 549-2153).

Scheduling of Liturgical Ministers

Based on information requested in early September, a schedule for liturgical ministers to participate in the celebration of the Mass is published weekly in the Bulletin and is listed on the website. Once the schedule is published where possible you are asked to make your own arrangements for occasional replacements. However, if this is not possible or to ask for modifications to the schedule please contact

Denise Irvine at 613 546-1927 or demci42@bell.net

Finance and Property Committee*

The Finance and Property Committee is a parish committee which is mandated by Canon Law. Its duties are to assist the parish priest in the material administration of the parish and to review

the income and expenditures of the parish to determine that the budget is sound. It reports directly to the Pastor and an annual report is distributed to the Parishioners in February. The committee evaluates and recommends expenditures on the church, rectory, gardens and grounds and general upkeep. The Chair is John Gowsell (613 548-3624). Current members are Msgr. Lynch, John Gowsell, Thomas Doyle, Paul Gowsell, Jerry Garrah and Michael Sayer.

Maintenance

Maintenance activities for the Church, Rectory and Parish Hall are carried out by volunteers and by the purchase of services. This includes grass cutting and the care of trees and shrubs, the clearing of snow from paths and steps in the winter, painting and stonework. Volunteers with many skills can make lighter work of the upkeep of the church and grounds. The parish could benefit from an hour or an afternoon of your time. Contact Michael Sayer at 613 531-4853 or sayerm@physics.queensu.ca to offer assistance. For insurance purposes, all those who work on the grounds are asked to sign the log book in the service shed at the side of the Parish Hall and to work with the utmost consideration for the safety of the individual and that of the general public. A similar log book is maintained in the Parish Hall for volunteers for events within the hall.

Flowers and Gardens

Flowers are generally planted at a parish event in late May. A barbecue is included. Please join the group and ensure that the gardens are set for the summer. Later in the summer assistance is appreciated with weeding and watering. People can choose when they wish to assist. For suggestions as to what needs be done, contact Michael Sayer at 613 531-4853 or sayerm@physics.queensu.ca.

Parish Hall Bookings

The Parish Hall can be made available to parishioners or other users of the Church of the Good Thief for funeral, wedding and other receptions. Bookings can be made through St. Joseph's Church at (613 547-5004). A donation of \$150.00 is requested when the booking is made. \$50.00 will be returned after the event if no cleaning costs are incurred by the Parish. Volunteers from the Parish will facilitate the use of the Hall but the user is responsible for food, catering, clean up and locking of the Hall at the end of the event. The contact at Good Thief Church is Tom Doyle (613 542-4746). For insurance purposes, all volunteers who assist in activities at the Hall are asked to sign the log book located on the counter near the front door.

COMMUNICATIONS

Weekly Bulletin

A Bulletin is available at weekly Mass from September to the end of June. Material for the Bulletin should be forwarded to the editor by mid-day Wednesday. Items of news from the Parish or the diocese are welcome. The Bulletin includes an on-going listing of the schedule for Liturgical Ministers. The makeup of the Bulletin is finalized by Friday noon. The Bulletin Editor is Denise Irvine at 613 546-1927 or demci42@bell.net

Parish Website

The parish web site is www.goodthiefchurch.ca. The site includes the liturgical minister schedule, the current weekly Bulletin, news of events, the Parish Brochure and links to other Catholic websites. The Web Master is Carol Kavanaugh at (613 634-7200 or carol@kavanaugh).

Weekly Prayer of the Faithful

To include or remove the name of a person whose is sick or has died in the Prayer of the Faithful in the Mass, call the Office at St. Joseph's (613 547-5004) or Michael Sayer at 613 531-4853.

History of the Parish 1894-2011

A fascinating history of the Parish was compiled in 1994 by Lenore Majoros entitled "Celebrating the Centennial". Copies of this are available in the Parish Centre.

The Parish was formed in 1894 when the Church was built at the cost of \$14,297.00. Native limestone, of which the building is constructed, was quarried by the prisoners of Kingston Penitentiary and carried by these men to the site of the church. Each man was given 25c a day for his labour. When appointing the first pastor for this new parish, Archbishop Cleary provided a strong link between the Church and the prisoners by also naming him Chaplain for the penitentiary. The Church was named after St. Dismas, the thief crucified with Christ and the only man to be canonized by Him. For many years this was the only Church in the world dedicated to St. Dismas. In 1952, a statue of St Dismas was placed in a niche over the front door.

The Rectory was built immediately after the construction of the Church. The Church required extensive restoration in 1992 at the cost of \$225,421. At that time a cornerstone and time capsule were installed in the wall of the church. Both buildings are designated under the Ontario Heritage Act.

There have now been ten Pastors of the parish in 110 years,

James Vincent Neville	1893-1899
Michael McDonald	1899-1924
W.T. Kingsley	1924-1939
Michael J. Brady	1939-1951
Edmund J. Way	1951-1975
Arthur J. Welsh	1975-1983
Thomas J. Raby	1983-1998
Terrence J. Boyle	1998-2009
Peter Timmins	2009-2010 (Administrator)
M. Joseph Lynch	2010 -

St Dismas

Feast Day: March 25

All that is known of Dismas is that he is the Good Thief crucified with Christ on Calvary. The other thief is known as Gestas. A completely unsubstantiated myth from the Arabic Gospel of the Infancy that enjoyed great popularity in the West during the Middle Ages had two thieves who held up the Holy Family on the way to Egypt. Dismas bought off Gestas with forty drachmas to leave them unmolested whereupon the Infant predicted that they would be crucified with Him in Jerusalem and that Dismas would accompany Him to Paradise

www.catholic.org/Saint & Angels

If we want friendship with Jesus and Jesus wants friendship with us, then we need to give Jesus a chance to express His care and concern for us, just as He gives us a chance to tell him how much we need and appreciate Him. When people do give him that chance, he seems to relish the opportunity. Our reluctance to give him the chance may be the last-ditch effort of our ambivalence toward God to assert itself. When we become aware of this resistance, we can ask the Lord for the grace to become free enough to surrender our fearful need to save ourselves and to prove ourselves worthy of His love. Such a freedom will open the door to an intimacy deeper than we could ever imagine.

Seek my Face: William Barry, Si.

This Guide to Parish Activities, Services and Organizations is edited by Michael Sayer, to whom updated information may be sent at any time of the year. He may be reached by telephone at (613)531-4853 or by e-mail at sayerm@physics.queensu.ca, or by writing to Good Thief Parish