

# **ST. MATTHEW THE APOSTLE PARISH**

## **Family**

### **Parish Handbook**

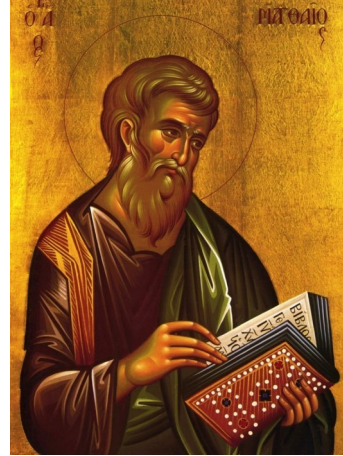


335 Dover-Chester Road

Randolph, NJ 07869

973-584-1101

## **Prayer to ST. Matthew**



**Dear St. Matthew, follower of Christ, the Lord, As you answered the call to “Come, follow me,” so, too, may we be encouraged to follow in your footsteps and live the Kingdom here on earth that you so ardently preached.**

**When our enthusiasm appears to diminish, give us the courage and determination to persevere.**

**You saw Jesus as the “New Moses,” fulfilling the new covenant.**

**Guide us to fulfill a covenant within our family of St. Matthew;  
that we may strive to live as loving, caring, Christian people.**

**As the Early Christian Community sought to build faith, so may we seek to continue to build a faithful family.**

**We ask this in Jesus’ name.**

**Amen.**

## **OUR MISSION STATEMENT**

We are a Catholic community seeking out and welcoming all in a spirit of hospitality, and empowering people to grow in discipleship in Jesus Christ.

## **OUR VISION**

We are a Catholic community of disciples nourished by the celebration of the Eucharist and other sacraments, enriched by the faith formation of all ages, encouraged to share our gifts and talents to enhance God's Kingdom of peace, justice, love, and mercy here on earth and committed to embrace and foster each individual's need for God.

# PARISH HANDBOOK

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## FROM OUR PASTOR

*Welcome to the Family of St. Matthew's*

*I extend a warm welcome on behalf of all of us here at St. Matthew's Parish family. Thank you for choosing to be part of this family as we journey together to the Lord in the breaking of Bread and sharing the word of God in and through us all.*

*I invite you to be an active and integral part of our family. Where all our talents and time mean so much to God our creator and to one another.*

*Welcome,*

*Fr. Brian*

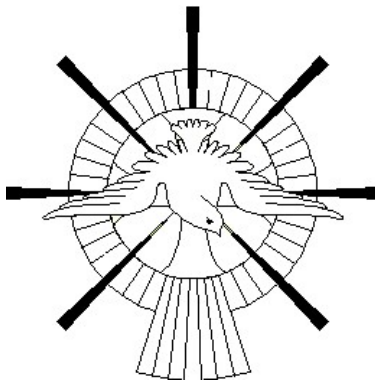
*Pastor*

## OUR PARISH

St. Matthew the Apostle Parish family was established in Randolph, NJ on June 24, 1988 as an overflow from Resurrection Parish, whose families at that time numbered over 2,000. Our small band of 65 families quickly became a pilgrim community who worked together, under the guidance of Father David McDonnell our founding Pastor.

St. Matthew's encourages all of its family members to become involved in all of parish life. The handbook describes all the various ministries.

Therefore, all we ask is to come and join in the loving family that is St. Matthew's the Apostle Parish.



### **PARISH OFFICE**

**ADDRESS:** 335 Dover-Chester Road, Randolph, NJ 07869

**PHONE:** 973-584-1101

**Faith Formation.:** 862-251-4129

**FAX:** 973-584-0499

**OFFICE HOURS:** Monday through Thursday, 9am – 4pm

Friday, 9am - 1pm

**SUMMER HOURS** (Memorial Day thru Labor Day): Monday through Thursday, 9am – 1pm

**Fridays in the Summer the office is closed.**

**WEB ADDRESS:** [www.stmatthewsrandolph.org](http://www.stmatthewsrandolph.org)

## **St. Matthew's Parish Staff**

Rev. Brian Quinn (**fr.brian**)

Deacon Richard Brady, Permanent Deacon (**deacon.rich**)

Deacon Edward Keegan, Permanent Deacon (**deacon.ed**)

Moira Dziomba, Director of Faith Formation (**moira.dziomba**)

MaryAnn Spagnuolo, Parish Secretary (**maryann.spagnuolo**)

Greg Schrader, Director of Maintenance

Kathy Burke, Assoc. Music Minister (**kathy.burke**)

David Southerland, Assoc. Music Minister (**david.southerland**)

Karen Loveys, Admin. Assistant (**karen.loveys**)

Carol Lindsey, Faith Formation Asst. (**carol.lindsey**)

***\*All e-mails are (name)@stmatthewsrandolph.org***

### **BECOMING A MEMBER**

We are a welcoming family and are enriched by new members. If you wish to register in the parish, you may pick up a Registration form in the gathering space or from any member of our parish staff at any time. Furthermore, you may call Terry Shaw in our office at 973-584-1101 ex. 2

If you would like to have your home blessed, one of the priests or one of the Deacons would be happy to visit.

### **FINANCIAL SUPPORT**

As a parish family, we are completely responsible for our own finances and for maintenance of parish facilities, we are completely self-supporting. We pay costs for the Church building and the rectory. We also pay an assessment to the Diocese of Paterson to support the work of the larger church and its commitment to inner city parishes and schools. We are also responsible for all other basic needs of parish life such as office supplies, worship items, etc. We encourage you to support your parish by using the weekly envelopes or through We Share online. This helps us to plan realistically for our present and future and it is a special source of encouragement to the parish community.



## **LITURGICAL CELEBRATIONS**

Parishioners are invited to actively participate in our weekly liturgies when our parish family gathers to celebrate the Eucharist. We encourage you to take time to greet one another as you enter and leave our place of worship.

### **SCHEDULE OF LITURGICAL CELEBRATIONS WEEKEND MASSES**

Saturday                    5:00 PM  
                                  8:00 AM, 9:30 AM and  
                                  11:00 AM

Sunday

### **WEEKDAY MASSES**

Monday – Friday 8:00 AM

### **HOLY DAY MASSES**

7:30 Vigil Mass and 8:00 AM on the day

### **RECONCILIATION**

Saturday                    4:30 PM at the Church or by appointment

## **THE SACRAMENTS**

### **STATEMENT FOR SACRAMENTAL POLICY**

As a Catholic community our faith is nurtured by God's Word, tradition, and the sacraments – all of which flow from the Church as a living community of faith. Sacraments are encounters with the living Christ in and through his Body, the Church.

We deprive ourselves and our children of the fullness of God's life when we separate the sacraments from the lived experience of Christian life in the community. The Church is more essential to us than ritual, for ritual is meaningless without full participation in the Church.

We want our young people to receive the sacraments in relationship with the primary people in their lives, namely, their parents. In Baptism, parents have promised to participate in the faith life of their children and we want to help them in any way we can to fulfill that commitment.

To assist parents in understanding what is required for the reception of the Sacraments in St. Matthew's Parish, the following guidelines are provided.

### **SACRAMENTAL GUIDELINES**

**Call Parish Office for the following**

**Baptism**

**First Reconciliation and**

**First Eucharist**

**Confirmation**

**Marriage**

**Sacrament of the Sick**

## FAITH FORMATION

Call Faith Formation office at 862-251-



4129



## PARISH MINISTRIES, COMMITTEES & SERVICES

### **AA CONTACT INFORMATION**

Bill 973-876-1365  
Fran 973-784-3521

### **AXIS YOUTH GROUP**

Stephanie Toledo 973-407-9811

### **ALTAR SERVERS**

Parish Office 973-584-1101

### **BIBLE STUDY**

Suzanne Johnson 973-361-1028

### **BODY, MIND AND SOUL**

Shirley Kraft 973-252-7393

### **BUILDING & SITES**

Tom & Donna Weber 973-366-2809

## **CHURCH ENVIRONMENT**

Celeste DiGisco 973-970-9653

## **CORNERSTONE –Men’s/Women’s**

Mark Williams 973-270-7840

Nara Gregg 602-740-0883

## **EUCCHARISTIC ADORATION**

Tom & Peggy Ann Meola 973-895-4437

## **EUCCHARISTIC MINISTERS**

Andy & Doreen Guzo 973-451-0814

## **EVANGELIZATION**

Janeen Sharp 973-219-1346

## **FAITH SHARING**

Ro Peach 973-584-1041

## **FINANCE COUNCIL**

Tom Dowis 973-927-8554

## **FOOD PANTRY**

Jeff Mantell 201-274-3925

## **FUND RAISING**

Major: Bob Sciarello 973-584-3983

Other: Winifred Swiss 973-584-9499

## **FUNERAL**

Chris & John Groh 973-328-3203

## **GREETERS**

Darcy & Michael Ronchi 973-328-4573

## **INTERFAITH FURNISHINGS**

Mary Jo Welch 973-361-1666

## **LECTORS**

Ro Peach 973-584-1041

## **LITURGY**

Fr. Sean 973-584-1101

## **MAINTENANCE**

Jeff Mantell 201-274-3925

## **MARRIAGE PREPARATION**

Sandie & Ed Keegan 973-927-1146

## **MEALS ON WH EELS**

Gene Cottrell 973- 584-0758

## **MUSIC**

Kathy Burke 973-610-5654  
David Southerland 862-686-2869

**OUTDOOR ENVIRONMENT**

Tom & Peggy Ann Meola 973-895-4437

**PARISH LEADERSHIP TEAM**

Kathy Dowis 973- 927-8554

**PRAYER CHAIN**

Susan Matos 973-989-0157

**PRAYER SHAWL**

Chris Groh 973-328-3203

**PREGNANCY CRISIS HOTLINE** 973-538-0967

**RCIA**

Ed & Sandie Keegan 973-927-1146

**SAMARITANS**

Jeff Mantell 201-274-3925

**SCOUTS**

Andre Chabanel (Boy Scouts) 862-266-1136

Allen Barnett (Cub Scouts) 973-820-6389

**TECHNOLOGY & COMMUNICATIONS**

Janeen Sharp 973-219-1346

**USHERS**

Joe Venezia 973-895-4669

**WOMEN OF FAITH**

Moira A. Dziomba 973-584-3788

**St. Matthew the Apostle Parish**

**335 Dover Chester Road**

**Randolph, New Jersey 07869**

**973-584-1101**