



# ARCHDIOCESE OF NEW YORK

## MEMORANDUM

To: Brother Priests and Permanent Deacons  
From: Father Stephen Ries, Secretary to the Cardinal  
Date: April 17, 2023  
Subject: Personnel in the Office of the Cardinal

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Over the past few years as the priest-secretary of the cardinal, I have had the pleasure of assisting many of you with scheduling a parish visit or in setting up a meeting with the archbishop. I hope too, that you have had the opportunity to meet our dedicated staff who are always ready to assist with any need.

Please feel free to write, email, or call me directly with any questions, scheduling requests, or request for an appointment with the cardinal.

As always, our office will try to get back to you in a reasonable time. If, however, you have not heard back, please check with us. On numerous occasions both email and postal mail sent to the office were never received.

*Please note that we have a new scheduler in the office. Ms. Catherine Schmidt has retired, and Ms. Catherine McCarthy is the cardinal's new scheduler.*

*Reminder: The Catholic Center switchboard number is 212.371.1000  
The direct number to the cardinal's office is 646.794.3000*

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