

Guide to the Vicar General Papers
Collection Number: 021.003



**Guide to the Vicar General Papers
Archives of the Archdiocese of New York
Collection 021.003**

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**Archives of the Archdiocese of New York
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Summary Information

Creator: Vicar General

Title: Vicar General Papers

Date: 1950-2001

Extent: 5.8 linear feet (in 2 Hollinger boxes and 5 Paige boxes)

Language: English

Access Restrictions: Collection is open to researchers at the Archives of the Archdiocese of New York. Advance appointments are required for the use of archival materials.

Preferred Citation: Published citations should take the following form: Identification of item, date (if known); Vicar General Papers, 021.003; box number, folder number. Archives of the Archdiocese of New York, St. Joseph's Seminary, Dunwoodie.

Biographical/Historical Note

The Vicar General is a position that is appointed by the bishop and is situated within the Chancery Office at the Archdiocese of New York. According to the *Catholic Encyclopedia*, the Vicar General is “a prelate who is appointed by the bishop to assist him in the administration of the diocese by exercising ordinary jurisdiction in his name.” The vicar general always acted on behalf of the Cardinal and always kept him well informed. During the years which this collection covers there were eight different vicar generals. Between the years 1960-1980 there were more than one vicar general at the time. Since 1980, there has been only one vicar general at a time. In many instances, the priests who became vicar generals were chancellors or vice chancellors prior to their appointment as vicar general. Many vicar generals also went on to become bishops in the Archdiocese. Below is a chronological list of the vicar generals from 1960-2001:

- Msgr. Edward Dargin (1960-1972)
- Msgr. John Maguire (1960-1979)
- Msgr. Terrence Cooke (1966-1968)
- Msgr. Joseph O'Brien (1969-1972)
- Msgr. James Mahoney (1972-1977)
- Msgr. Joseph O'Keefe (1978-1988)
- Msgr. Patrick Sheridan (1988-1999)
- Msgr. Robert Brucato (2000-2008)

Scope & Content Note

The materials found in the Vicar General Papers are administrative papers that date from the 1950s-2000s and through seven vicar generals. Majority of the papers were organized by subject and therefore the series are not in chronological order, but are rather created based on the subject order. Subjects range from different Archdiocesan departments to secular institutions and other events or happenings. The files labeled general letters refer to papers that were sent out by the vicar generals to a general audience. In many instances, these papers were addressed “Dear Father” and were sent out each month. Towards the end of the collection, these letters were found in combined mailing packets which also included letters from the Cardinal and other organizations’ newsletters. In Series I, there is a third type of material, Files as Chancellor. When Msgr. O'Keefe was vicar general, he held on to some of his files from his days as chancellor.

Arrangement

The collection is arranged into seven series, which are different vicar generals:

- I. Msgr. Joseph O'Keefe
 - a. Specific Correspondence
 - b. General Letters
 - c. Files as Chancellor
- II. Msgr. Joseph O'Brien
- III. Msgr. Terrence Cooke
- IV. Msgr. James Mahoney
- V. Msgr. John Maguire
- VI. Msgr. Patrick Sheridan **CLOSED until 2036**
- VII. Msgr. Robert Brucato **CLOSED**

Administrative Information

Access and Use: Majority of the collection is open to researchers at the Archives of the Archdiocese of New York. Series VI Msgr. Patrick Sheridan is closed till 2036 and Series VII Msgr. Robert Brucato is closed indefinitely. Advance appointments are required for the use of archival materials.

Reproduction and Use: Permission to reproduce any material in this collection not in the public domain must be obtained from the Archives and the copyright holder.

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Processing Note: The materials in this collection were received at two different times. The first accession was in 1985 and these materials were organized alphabetically and by subject. The second accession was in 2000 and these materials were organized chronologically and were all general letters.

Collection

Series I: Msgr. Joseph O'Keefe Subseries A: Specific Correspondence

Box Number	Folder Number	Description	Date
1	1	Abortion	1979-1981
1	2	Affirmative Action	1980-1981
1	3	Alcoholism	1979-1981
1	4	American Red Cross	1979-1980
1	5	Apostolic Pro-Nunciature (Delegation)	1979-1981
1	6	Archdiocesan Employment	1980-1981
1	7	Archdiocesan Council of Women Religious	1980-1981
1	8	ASH (Spanish Priests' Association)	1979-1980
1	9	Baptism (1)	1979-1981
1	10	Baptism (2)	1979-1981
1	11	Black Ministry	1980-1981
1	12	"Bayside Apparitions" Veronica Leuken	1977-1981
1	13	Bouchard, Emily...Society for the Renewal of Christian Art	1980
1	14	Budget Review Committee	1979-1981
1	15	Building Commission	1980
1	16	Building Commission	1981

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1	17	Campus Ministry	1980-1981
1	18	Cardinal's Committee of the Laity	1980-1981
1	19	Catholic New York	1981
1	20	Catholic Negro American Mission Board	1976-1981
1	21	Catholic High School Athletic	1979-1981
1	22	Catholic School System of the Archdiocese of New York: A Financial Study	1969
1	23	Center for Spiritual Development of the Laity	1973-1977
1	24	Children of God	1974
1	25	Citizens Committee for New York City	1975
1	26	Commission for Catholic Missions Among the Colored People and the Indians	1980-1981
1	27	Communications Office	1980
1	28	Communications Office	1981
1	29	Covenant House/Under 21	1980-1981
1	30	Cusack and Stiles	1980
1	31	Development Office	1980-1981
1	32	Dignity	1980-1981
1	33	Ecclesiastical Maintenance Services	1980-1981
1	34	Education Religious	1978-1981
1	35	Education , Secretary for	1980--1981
1	36	Episcopal Vicars Meetings	1980-1981

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2	1	Fleischmann Committee Report (1)	1971-1972
2	2	Fleischmann Committee Report (2)	1971-1972
2	3	Ford Foundation-South Bronx	1979-1980
2	4	Friends of American Art in Religion	1979-1980
2	5	Guest House	1980-1981
2	6	Guidelines: Tuition Payments	1979
2	7	Headstart Program	1976-1979
2	8	High Schools: July-December 1981 (1)	1981
2	9	High Schools: July-December 1981 (2)	1981
2	10	High Schools: January- June 1981	1981
2	11	High Schools	1980
2	12	Human Development, New York Institute for	1980-1981
2	13	Human Life Coordinator	1976
2	14	Hungarian Catholic League of America, Inc	1977-1979
2	15	Institutional Commodity Services	1980-1981
2	16	Instructional Television	1980-1981
2	17	InterParish Financing, Commission for	1980-1981
2	18	Liturgical Commission	1978-1980
2	19	Liturgical Music Commission	1974-1981
2	20	Lower East Side Area Catholic Conference	1980

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2	21	Marriage Encounter	1981
2	22	Military Chaplains	1981
2	23	Military Vicariate	1971-1981
2	24	National Conference of Catholic Bishops	1980-1981
2	25	Natural Family Planning	1976-1980
2	26	New York Brooklyn Committee	1980
2	27	New York State Catholic Conference	1981
2	28	New York State Catholic Conference	1980
2	29	Northeast Pastoral Center for Hispanics	1980-1981
2	30	Opus Dei (1)	1980-1981
2	31	Opus Dei (2)	1980-1981
3	1	Our Lady of Fatima League (Blue Army)	1970s-1980s
3	2	Parish Mission Team	1979-1981
3	3	Pastoral Council	1980-1981
3	4	Pastoral Research	1980-1981
3	5	Peat, Marwick, Mitchell, and Co.	1975-1978
3	6	Penance Guidelines	1977-1981
3	7	Pension Plan: Lay People (1)	1979-1981
3	8	Pension Plan: Lay People (2)	1979-1981
3	9	Permanent Deacons/Diaconate	1980-1981

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3	10	Pope John XXII Center at Fordham University	1966-1980
3	11	Instituto de Fromacion Pastoral	1979-1981
3	12	Priests' Retirement Plan (1)	1981
3	13	Priests' Retirement Plan (2)	1981
3	14	Priests' Retirement Plan	1980
3	15	Project Equality	1980-1981
3	16	St. Benedict's Center	1979
3	17	St. Elizabeth's Center, Manhattan	1981
3	18	St. Patrick's Day Parade (1)	1981
3	19	St. Patrick's Day Parade (2)	1981
3	20	Roman Curia: Secretariat of State	1980-1981
3	21	Prison Apostolate	1980-1981
3	22	St. Patrick's Day Parade	1980
3	23	Priests' Salaries	1972-1981
3	24	Salaries, Religious	1972-1981
3	25	San Juan Fiesta	1972-1980
3	26	Sisters' Council of the Archdiocese of New York (SCANY)	1977-1980
3	27	Separated and Divorced Catholics	1980-1981
3	28	Sisters in Parish Ministry	1978
3	29	Social Security Coverage for Religious	1974-1978

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3	30	South Bronx People for Change	1981
4	1	South Bronx Pastoral Center	1980-1981
4	2	Spanish Speaking Apostolate (1)	1980-1981
4	3	Spanish Speaking Apostolate (2)	1980-1981
4	4	Stipend	1978-1981
4	5	Substance Abuse Ministry	1978-1981
4	6	Trustees of St. Patrick's Cathedral	1980
4	7	Tribunal	1972-1981
4	8	Trustees of St. Patrick's Cathedral	1981
4	9	Urban Development/Renewal	1980-1981
4	10	Vicar for Religious	1980-1981
4	11	Young Priests' Morale	1973-1981

Subseries B: General Letters

4	12	Newsletters	1980-1981
4	13	General Letters	1986
4	14	General Letters	1978-1979
4	15	General Letters	1980-1981
4	16	General Letters	1983 and 1985
4	17	General Letters	1987

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Subseries C: Files as Chancellor

4	18	Sunday Observance	1958-1976
4	19	Penance, Rite of	1975-1976
4	20	Penance: General Absolution	1976-1977
4	21	Neighborhood Youth Corps	1974
4	22	Manhattan Vicariate Project	1976

Series II: Msgr. Joseph O'Brien

4	23	Opus Dei	1960-1969
4	24	Penance: Communal Ceremonies	1969-1971
4	25	Italian Seamen's Club of New York	1968-1974
4	26	Iona Institute for Pastoral Counseling	1961-1978
4	27	Financial Committee	1968
4	28	National Catholic Office for Motion Pictures	1962-1970
4	29	Dr. Herbert Schwartz	1960s-1970s

Series III: Msgr. Terrence Cooke

4	30	Urban League National	1966-1979
4	31	Landmarks' Preservation Commission (1)	1960s
4	32	Landmarks' Preservation Commission (2)	1960s

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Series IV: Msgr. James Mahoney

4	33	New York City Correctional Instructions for Men	1950-1979
5	1	Quinquennial Report	1970s-1980s
5	2	Stipends	1973-1976
5	3	Social Security Coverage for Religious	1972-1973

Series V: Msgr. John Maguire

5	4	Ottsville Training School	1967-1968
5	5	Salaries Extern Priests	1964-1975
5	6	Pax Romana Secretariat for North America	1966

Series VI: Msgr. Patrick Sheridan **CLOSED until 2036**

Series VII: Msgr. Robert Brucato **CLOSED**