

## MEET THE STAFF

### **Patti Davis Leaf, Office Secretary of Immaculate Conception**



When you call or come into the church office, one of the first persons you may see and talk with is Patti Davis Leaf. Patti has worked as the church secretary for over 10 years. Her job encompasses many tasks, all in support of Fr. Jim Brinkman, and the staff at Immaculate Conception Church and St. Mary's School. She also assists parishioners and community members working closely with funeral and blanket ministries, and coordinating baptisms and funerals.

Patti processes weekly contributions and deposits, and is responsible for office supplies and maintaining the inventory. She is ready to assist you with purchasing Scrip and scheduling Mass stipends,

Each week Patti edits the layout of the bulletin, preparing it for publication.. She also works closely with LPI Publications to secure new sponsors and maintain current sponsors. In between all of this, Patti maintains the bulletin boards at each of the entrances, keeping the information current.

Although Patti's job entails so much more, she has enjoyed working with the various ministries and being involved with the staff and the many volunteers who help with various activities.

Patti moved to this area in 1973 from Clifton, New Jersey. She has been blessed with two wonderful children and one incredible grandson. She enjoys cooking, reading, listening to music, walking her dog Saydee, and spending time with her family.