

Coffee Social Schedule

Date	Bagel Pick-Up	Set-Up & Serve 8:30 am Liturgy	Serve & Clean-Up 10:30 am Liturgy
September 17	Charlie Korpall	Matt & Sonie Dopkowski	Ann & Michael Brown & Yvonne Isbill
September 24	Jim LePere	Jack & Janet Asdell	Larry & Barb Davis & Josephine Grillo
October 1 Ministry Fair	Catherine Cook	Marilyn & Rick Bondy	Maureen Baetens, Maria Gibbions & Sue Flis
October 8	Wes Heath	Matt & Sonie Dopkowski	Dawn Kunkler & Marie Massu
October 15	No Social — Golden Seniors Dinneer		
October 22 Health Fair	Ann Fraley & Tony Muscat	Ann Fraley & Tony Muscat	Colleen & Allan Ranusch & Janet VanBecelaere
October 29	Crystal Leonard	Barbara Henk & Jay Lawless	Donna Dertinger, Gail Krantz & Josephine Grillo
November 5	Clifford Shunk	Diane & Jim LePere	Gloria & Rick Adelsbach
November 12	Rose Marie Davis	Crystal Leonard & Kim Nagle	Cathy Carlson & Kim Nagle
November 19 Christmas Bazaar & Bake Sale	Charlie Korpall	Rich & Catherine Osterman	Peggy & Jerry Martin & Vicky Urbanik
November 26	No Social — Warming Center		
December 2	No Social — Warming Center		
December 10	Jim LePere	Judy LaDuke & Josephine Mitchell	Cheryl Kimber & Rose Marie Davis
December 17	Catherine Cook	Janet & Jack Asdell	Ann & Micheal Brown
December 24	No Social—Christmas Eve		
December 31	No Social — New Years Eve		
January 7	No Social — Have Pancakes instead		
January 14	Wes Heath	Marilyn & Rick Bondy	Maureen Baetens, Maria Gibbions & Sue Flis

Coffee Social

TIPS & STUFF

Set up and Serve for 8:30 Liturgy:

Come in before the 8:30 Liturgy to set up.

Coffee – See the instruction sheet on the wall by the coffee pots.

Make sure the brewers are on – the switch is on the back of the brewers and should be flipped UP. Once the light turns green you are ready to begin brewin’ the beans. *(The brewer on the left has a VERY dim light — so if you’ve just turned it on: it’s ready when it stops making upset stomach noises)* Airpots are located hanging above the sink. The stems with them are suppose to be the proper ones for that particular air pot. Signs are located in the drawer under the brewers. There are two coffeepot stands. They don’t heat anything up they just hold things.



Here is what we found out after experimenting with the airpots...

If you brew regular into two airpots and then brew a third batch in a carafe (found in the pantry) you can pour half of that carafe into each of the airpots to make a full pot. It saves YOU time.

Hot Water - Fill a 30 cup coffee pot with just water for tea and hot chocolate. The hot water along with tea and hot chocolate packets should be placed on the counter between kitchen and the social hall.

Punch - YUCKY. We now use Ice Tea Mix or Country Time Lemonade mix. It is palatable, non-staining and now children can camouflage the sugar high they are on — and some adults like it too (Ed Trabilisy). Check the fridge 1st for pre mixed stuff .

Drink Supplies - Put out Styrofoam Cups, Plastic cups, Napkins, Stir Sticks, Creamer, Sugar, Sweet-n-low and Equal Packets. If there are flavored Creamer Packets in the cupboard above the coffee brewers, please use them or if there is creamer in the fridge, put one out. This will stop some people from wandering around the kitchen — I hope. (You could also have ready a couple bigger cups after 10:30 am — maybe just sitting on the counter.)

Serving Table – cover with white disposable tablecloth (found in pantry) and place Serving Trays with covers, Napkins, Donation Container, Bagels, Donuts, Cream Cheese, Butter and Jelly.

Toasters and Bagel Cutter are now located in a cupboard labeled Toasters. Try to help people with the bagel cutter so they don’t cut themselves. If someone cuts themselves immediately throw out the slicer and email me to purchase a new one. bulletinslc@gmail.com

Social Hall Tables-- cover with white disposable tablecloth.

Come in before the 8:30 am Liturgy ends

Serve the folks with your always pleasant faces and make sure that the supplies of everything are adequate for your shift and the 10:30 am people.

Good Luck

Nicole Walters, our Maintenance Princess, keeps rearranging the Kitchen. — so when I say “Good Luck” I mean good luck finding things — because she changes things weekly. But the kitchen is way more organized then ever before. Most of the Coffee Items — Cream, Sugar, Stirs etc — are all located in the cupboard above the coffee brewers. Everything else should be real close to where it’s always been. Please, don’t get frustrated — just think of it as an early morning scavenger hunt or a mystery to solve.

BAGEL PICK UP

Pick up time for bagels is 8 am at the Big Apple Bagel on Crocker. Sure we don’t serve until after the 8:30 am Liturgy but the Set-up people will need time prior to 8:30 am Liturgy to Set-up

(And sometimes they get nervous when items that are suppose to be there aren’t —and they get in a panic — I mean what if you tripped in the parking lot and all the bagels flew up in the air and then, one by one, the came plummeting back to the ground knocking you unconscious and no one was there to film it for youtube watching?)





Coffee Social TIPS & STUFF Continued

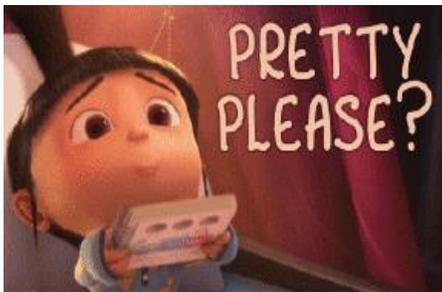
Serve for 10:30 Liturgy and Clean-Up:

Come in before the 10:30 am Liturgy ends
(you can sneak out of church after communion)



Serve the folks with your always pleasant faces and make sure that the supplies of everything are adequate for your shift.

You will need to check coffee pots and may need to brew more.



Clean Up and Put away supplies in their closest-to-correct place in the pantry, pretty please.

(Some Monday mornings the maintenance staff looks as if they would like to wound me with the left-out bagel slicers.)

Coffee airpots should be rinsed out and put on the PVC rack above the sink with their stems wedged into the handle.

Coffee pot display stands will stack on top of each other if you remove the cups. Place these between the brewers.

Donut Covers go under the big stainless steel prep table.

Hot water pot goes in the pantry on top of the cupboard with the other coffee pots.

Sugar, Creamer etc will go into the cupboard above the brewers

Remove the plastic covers on the tables and throw them away.

Donation container goes in the refrigerator.
(We like cold hard cash. lol)

Leftovers

If there is a large quantity left over, call King House at 463-7130 and see if they want to come and get them. If not, bag them and put them in the refrigerator and we will give out to St. Vincent de Paul Clients

We would like to discourage handing out baggies and letting people take home large quantities of Donut leftovers because:

1. we'd like to know if we are ordering too much and
2. it is a nice treat for the St. Vincent Clients.

I know it is hard to tell people no — just don't encourage it.

Thanks Again
— Laura



If you have a conflict with the day you are scheduled, just call one of your fellow donuteers and switch — it is cool — things happen! Just send me an email to let me know the change at bulletinslc@gmail.com. ~ Thanks

Laura Veryser Christian Service Coordinator