

Volunteering for Coffee Hour

We welcome members of our congregation to volunteer to host coffee hour. Below is some helpful information that might help you if you are hosting this week.

Supplies

You'll find coffee, lemonade mix, and paper products in the main floor kitchenette. Additional supplies, including tea bags and iced tea mix, are in the basement kitchen. Leave a note in the office if supplies are low.

Equipment

There's a coffee maker, pitchers, dish towels, utensils, platters and tablecloths in both kitchens.

Drinks

Prepare drinks for about 30-40 people on a regular Sunday and for 60-80 on a special/holiday Sunday. According to your preference and the weather, you can include water, lemonade, juice, coffee, or tea.

Coffee recipe: Use 1/2 cup of grounds for 12 cups of coffee, or 1 cup of grounds per 24 cups of coffee (this is also posted in the kitchenette).

Treats

These can be simple or elaborate, homemade or store-bought. It's advised to limit the amount that people take so that everyone gets something. Provide utensils or serve treats on napkins/plates. Some easy treats are bagels and cream cheese, fruit, cheese and crackers, cookies, or cupcakes.

Food sensitivities/allergies: Be aware of the ingredients in your treats. People may ask for the ingredients because they have problems with peanuts, gluten, etc. Bring packaging if convenient.

Cleanup

Please wash and put away dishes and hang up dishtowels. If tablecloths and towels are soiled, you can wash them at home and return them. Collect garbage from the tables. If garbage cans are overflowing, please take bags to the dumpster.

Miscellaneous

- Consider pairing up to serve coffee hour. It goes quickly and can be a lot for one person to manage. If it's your first time, ask someone to help you set up.
- Feel free to switch dates if necessary.
- Everything you need should be in the kitchenette.

We appreciate you signing up to serve a drink and a snack and help us connect with members and visitors. This is a special time for fellowship for our guests as well as our church members and we appreciate our coffee hour volunteers.