

St. George Coffee Hour Primer

“A Successful Coffee Hour does not have to be a perfect Coffee Hour”

~Anonymous

Thank you for being willing to serve coffee hour for a Sunday.

It is very much appreciated. May God reward your service and humility many times over. May your willingness to serve be a model for all of us to follow.

The following Instructions are in process and may be adjusted over time as we collect new data from experience. We strive to serve a basic minimum of coffee (regular and decaf), some drinks such as orange juice or iced tea, and bagels. More of course is always welcome. Some may consider adding some vegetables or any other food of their choosing. There is no food too heavy for coffee hour. Feel free to be creative. This is an opportunity to serve our St. George family and to treat them to what we have to offer. Coffee hour is typically not lunch for parishioners, however it may be if we wish to do so. We do ask that we be mindful of the fasting seasons of the church and serve accordingly. When not sure, please consult your St. George Calendar which is mailed in January each year. Please also feel free to host a coffee hour in memory of a departed loved one or just to give thanks to God for some blessing.

Coffee hour begins at the end of liturgy, usually around 11:50AM to 12:00 Noon. Please use your own judgment for how much time you might need to set up and arrive accordingly Sunday morning. If anyone would like to drop off food or other items on Saturday, Great Vespers is at 5:00PM on Saturdays and

the church will be open, but might be locked by 6:15-6:30PM. A family who is hosting coffee hour has a dispensation to head down to the hall early during liturgy for final preparation and serving. Once all is set up, parishioners generally will serve themselves, however anyone hosting is free to serve people directly. Either way it is good for the host family or individual to stay at the table and supervise. There are trays present in the kitchen to place various food items on. The cups, plates, and napkins are all at the base of the stairs in the hall that leads to the side upstairs exit on the parking lot side (to the left when facing the kitchen in the hall).

We set up on the main table in front of the kitchen. Feel free to set up on the table as you see best, as though you were hosting at your home.

In general, plan to serve anywhere from 75 to 100 people. Extra is always good just to be safe.

For Coffee:

Place the coffee cups on the cart with the two coffee urns. Place the following at the end of the buffet table near the coffee:

Sugar, sweetener, creamers, stirrers, tea bags

A lined basket or container empty sugar packets, used stirrers, etc

If you plan to use the ovens, please be sure to leave the dial on PILOT.

PLEASE DO NOT TURN THE DIAL TO OFF

If you have a difficult time finding something, feel free to look around the kitchen and open any doors or drawers. Everything is there and can be found with some brief exploration.

CLEANUP (We do not have a Janitor).

1. Try to give away any remaining sweets. We do not store leftovers. In general if we can't give it away, we take it home, or throw it away.

2. Please UNPLUG EVERYTHING. Pour leftover coffee and hot water into the sink.

Please throw the grounds in the garbage can. Wash and dry the urns, lids, stems, and baskets. Keep all of the parts together for each urn. Please be careful not to throw the stems in the trash.

3. Wash the creamers. Put away the cups, napkins, sugar etc. Please try to put everything back where we found it.

4. Please take some time to wipe down the serving tables and close all cabinet doors in the kitchen

If you need any immediate direction while hosting coffee hour please feel free to ask Fr. Joshua, Maria Terezis, or Fred Shaheen.

If we would like to host coffee hour but feel hindered due to finances, please feel free to submit a receipt and place it on the office desk or give to Nathan Catanese.

Thank you and your willingness to serve is appreciated!