**Fellowship Instructions**

***Thank you for providing fellowship today!***

***Look around the kitchen and find what you need!***

1. **COFFEE- instructions by the coffee pots**
2. **TREATS (save 2 empty boxes for leftovers)**

🟋**donuts or treats (could be upstairs and need to be brought down)**

-arrange 4 trays full for 9:00 (there is no need to **resupply** the trays)

-arrange 3 trays full for 11:00

-**add tongs to each tray** and cover the treats with plastic wrap and leave in the kitchen until after Mass

- set out 2 baskets full of napkins

- after the 9 crowd leaves arrange 3 trays full of donuts for 11 crowd

- cover and leave treats in the kitchen

1. **Water container and juice boxes**

- fill the water container(above the ovens) add ice, and place in the fridge

-use a bright colored bowl for the juice boxes or pouches (no ice)

-beverages are placed on the half round table with water cups

**-place a clean small bowl under the water container spigot to catch drips.**

-return beverages to fridge to keep cool until 11:00 hospitality

1. **CLEAN UP (after 11:00)**

-wash and dry all trays and utensils that were used

-box the treats into one/two boxes and store in the fridge

-wipe down the tables and leave the kitchen clean

- wash out coffee urns (grounds should be cooled and tossed in the trash)

 -wash and dry the water container and return to above ovens

-any big spills should be vacuumed up (vacuum is in the side alcove)

**Questions? Deb Zeien 651-353-2521 (cell)**