

GSLC Sunday Fellowship



Prior to 9:30 Fellowship:

- The first person on the Sunday Servant list should pick up the standard order of donuts and (2) 32 oz. half and half and (2), 32oz. non-dairy creamer and a 8 lb. bag of ice from the Rose Creek Publix. You can use the Publix card that is available for sign out with the Office Coordinator. If you do not pick up the Publix card, turn in your receipt to the Office Coordinator and it will be taken from the Fellowship budget.
- Prepare 3 regular and 2 decaf coffee air pots to begin. We are now cutting open the packets of coffee and putting them in filters rather than using the coffee packets as is. Also we have a plastic container designated to hold the used grounds rather than dumping them in the trash. (The grounds will be placed in our garden.)
- Use prepackaged juice boxes in the refrigerator and set on ice. Also set out a pitcher of ice water.
- Cut donuts in half and place on a platter. Save back 1/2 of the donuts for the 10:45 service.
- Put any prepackaged snacks and fruit cups or any other items that have been donated on plastic trays and put out.

- Place the juice boxes, pitcher of ice water, plastic cups, donut platter and any other dishes, and napkins on the table with a donation tray.
- Place the air pots, creamer (on ice), and basket of sugars, napkins, stirrers and mini trash can on the kitchen pass-through counter. Also place a donation tray on the counter. Provide teabags and hot water for those who do not drink coffee, as well.

During Fellowship:

- Replenish coffee, as needed and have a pot of regular and decaf ready for the 10:45 service.
- Clean up as items are used

After the 10:45 AM Service:

- Leftover donuts may be taken home or left on a covered plate for the staff, or youth.
- Rinse out all coffee pots and be sure to wash all dishes, trays and utensils used.
- Wipe down all surfaces.
- If you notice anything is needed in the kitchen, first check the Fellowship closet on the right of the entryway. If there are no additional supplies, please contact Barb Kidder _kidderba@gmail.com and let her know.

Important Items to Note for all Sunday Servants:

Please be sure to put any money donated into an envelope, seal it, label it Sunday Fellowship and put it in the safe or drop it in the gold drop box by the Office Administrator's door.

- There is a first aid kit in the cabinet under the phone.
- If you cannot serve on the Sunday you have been assigned, it is your responsibility to find a replacement.