

SUNDAY MORNING KITCHEN DUTIES

- Turn on dishwasher
- Make coffee—regular *and* decaf (1.5 gal each)
- Coffee supplies are in cabinets (upper & lower) and drawers on back wall of Social Hall
- Measuring cups in drawer below coffee pots
- Directions for making coffee beside coffeemaker
- Lemonade mix in kitchen in cupboard under center island (dishwasher side)
- Pitchers in upper cupboard between sink and dishwasher
- Make two pitchers of lemonade and fill two pitchers with cold water
- If you need plates for treats, they are in kitchen under center island (stove side)
- Juice glasses under serving counter in Social Hall
- Larger glasses in cupboard above sink in Social Hall
- Coffee cups under coffeemaker on racks

AFTER COFFEE FELLOWSHIP HOUR

- Switch off warmers on coffee pots (green light stays on)
- Clean coffee reservoirs: empty into sink, rinse out thoroughly, drain completely
- Empty coffee basket grounds and rinse (check for residue coffee under lip of basket)
- Rinse coffee carafes and stand upside down on dish-drying mat
- Wash cups/glasses/silverware in dishwasher
- Water pitchers/carafes/serving trays should be washed by hand
- Wipe down countertops and tables
- Return clean cups and glasses to proper cupboards/racks *including those you just washed*
- Turn off lights and close all Social Hall and kitchen doors

**BEFORE LEAVING MAKE SURE COFFEEMAKER WARMER LIGHTS ARE OFF,
DISHWASHER IS TURNED OFF AND IS EMPTY.**

Thank you for serving today!

2/28/2019