

FELLOWSHIP HOST "TO DO" LIST

www.myarmenianchurch.org

Thank you for hosting fellowship.

**Occasions: Thank you, graduation, memorial/hokihankisd,
or a way to show your love to St. Mary!**

Below are guidelines for hosting a successful fellowship hour and to help to keep our kitchen clean & pest-free:

- 1. Host family (or families) should provide one pound of each of regular & decaf coffee and milk.*
- 2. Serve whatever foods you wish, but at the very least 2 dozen bagels or baked goods equivalent; also, butter and cream cheese.*
- 3. Make Coffee – regular & decaf. Electric urns are on top shelf of storage closet immediately to your left as you enter the kitchen. Please ask Lucy Dalakian or a Women's Guild member for assistance if needed – use one rounded tablespoon coffee per cup. Make at least 30 cups regular and 24 cups decaf – depending on crowd.*
- 4. Finish setup at around 11:30.*
- 5. Paper goods (plates, napkins, cutlery, coffee cups) as well as trays & serving bowls are in the storage closet adjacent to kitchen.*
- 6. Start cleanup at 1 p.m.*
- 7. If you are saving/storing anything, mark it with a date and intended use before storing it in fridge or freezer.*
- 8. Wash, dry & put away coffee pots, trays, cutlery etc.*
- 9. Leave kitchen towels in bag to the right of the sinks.*
- 10. Leave a note on church office door if you have used the last of the paper goods or disposable cutlery.*
- 11. Remember to adhere to Lenten restrictions, ie. No dairy or animal.*

Thank you and God's blessings!

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