

LYF INSTRUCTIONS

FOR SUNDAY MORNING BIBLE STUDY

SATURDAY

Decide if you will be using the rolls in the freezer at church or bringing your own rolls, coffee cake, doughnuts, muffins, etc. Jess will have rolls in the freezer to use. Call Jess @ 785-541-1600 if do not see any at the church. We try to have them there by Sat. morning.

We have been making enough for at least 36-40 people. 3 bags of rolls, or 2-3 9X13's, etc.

SUNDAY MORNING

ARRIVE Approx 9:00 am

Coffee:

Use 60 cup (shiny) coffee maker. Fill to 60 cup line with COLD water. Put 7-8 scoops of coffee into the filter. Put lid on and lock it on, then plug it in (using the cord that goes over the south door) before you go into church. Set up coffee maker on the left side of the counter and hot water on the right.

Hot Water:

Fill the older coffee maker up with water, put the lid on, and plug in. You do not need to put the pipe and filter on, just put those back away in the cabinet.

Other Set up Instructions:

Set out the larger size Styrofoam cups, napkins, sugar & creamer with spoons, hot chocolate mix, spoons or stirring sticks, and the donation basket.

For serving rolls, it is nice to put out either two serving spatulas or two forks. If you are serving something else, use whatever is best for serving that item.

After church:

After you take communion, leave the sanctuary and go to Parish Hall.

If you've prepared rolls and they are not frosted yet (and in a metal pan), you can warm up previously baked rolls in the oven. Turn the ovens to 300 & BAKE, set the rolls in the oven and leave them in for about 5-10 min depending on the time you have. (Listen for communion to end. At that point, you have about 5 min.) Remove from oven and put frosting or icing on rolls. Make sure to set down a pot holder if the pan is still hot.

If you have time, before the adults start arriving for Sunday school, set out a few cups of coffee, make a few cups of hot chocolate, and start serving some rolls or other items onto plates or napkins.

Make sure to make eye contact and say “Hello” or “Good Morning” to the adults you are serving! 😊

****Clean up is done AFTER you are done with Sunday School. Please be quiet when cleaning up if they are still having Adult Bible study. ****

Clean up:

Put money basket away.

Wash roll pans, any utensils, and cups you may have used. Put away.

Empty coffee maker and filter ; wash and rinse well. Dry out dispenser, lid and filter and put away.

Empty extra hot water into sink. Dry out dispenser and put away.

Wipe down all counters and make sure there are no spills on the floor where you served or dumped out the remaining liquids.

Empty trash cans that have food/drink trash in them.

Look around before you leave to make sure everything looks as good, or better, than when you came in this morning.

😊 Thank you!