

First Presbyterian Church
SUNDAY MORNING FELLOWSHIP

Thank you for agreeing to help with this important part of the Membership Ministry. Coordinator for this year will be Jeri Jackson, who can be reached at 215-0648 or by email jerijackson@cox.net

Sunday morning fellowship refers to refreshments set up in the upstairs kitchen/fellowship area for the time between worship services to provide the membership and visitors a time to be together while enjoying a cup of coffee, juice and snacks between Sunday services.

Your main responsibility is to be a greeter to those who are gathering around the coffee pot in Fellowship Hall, and to be sure that all the supplies are available.

Specific responsibilities are as follows:

1. Come to the kitchen by 8:30AM. When you arrive, please check to be sure supplies are out. Look for juice in the refrigerator. If cookies are not already out, check the freezer for baked cookies, cheese, or anything that is marked for "Sunday Fellowship."
2. The church sexton may set up two coffee pots in the kitchen area on Saturday afternoon; the larger is for regular coffee, smaller pot for decaf. On Sunday morning, either the sexton or a staff member may turn the coffee pots on and begin to set up supplies such as creamer, sugar, other sweeteners, cups, etc.

If not, here are instructions:

Coffee Pot Instructions:

The church is currently using Fair Trade Coffee to support the ministries in Central America.

Large Coffee Pot (Regular Coffee)

Fill the pot with water to the 55 cup line. Filters for this pot are the Bunn 1000 and are stored in the pantry. Coffee is stored in the refrigerator – use 5 scoops (each scoop is ½ cup and will be found inside one of the containers in the refrigerator. Extra coffee is stored in the Fair Trade coffee boxes marked for Sunday Fellowship. Allow 30-40 minutes to brew the one pot of coffee. This is adequate for most Sunday mornings.

Small Coffee Pot (decaffeinated coffee):

Fill pot with water. Filters are in the pantry. Coffee is stored in the refrigerator with extra in the Fair Trade coffee boxes marked for Sunday Fellowship. Use 2/3 scoop for one pot.

3. You are asked to be in the kitchen between the Early Service and Sunday School (or the 9:45 service) and again between the Sunday School hour and the 11:00AM worship service. Some people are interested in getting a cup of coffee before the 8:30 service begins. Please keep the curtain closed and allow people to get their coffee from inside the kitchen. Open the curtain during the congregational response following the benediction
4. When the last service begins, please unplug the coffee pots and rinse them out and put supplies away either at that time or before you leave the building, if you are staying for the 11:00 service.
5. If you notice that paper products or food supplies are low, let the office staff or church sexton know.

Supplies:

Coffee, juice, cookies or other snacks are Membership Ministry purchases. Cups, napkins, sugar, creamer, other sweeteners and filters are church office purchases.

Sugar, other sweeteners, creamer, cups and napkins are in the pantry. Extras are in the pantry or in the closet near the women's downstairs restroom. Coffee is in the refrigerator.

Cookies/snacks are in the freezer. Crackers to go with cheese will be in the pantry.