

## BIBLE STUDY MORNING REFRESHMENTS

Coffee must be started by 7:30 am

The regular outlet for Coffee is on the left side of the sink. You must FIRST press the Vertical bar located between the two plug outlets – only then insert the plug.

Both the Coffee Pot & the Tea Pot are in the supply closet. Fill the Coffee Pot to the top line with cold water. Use one pound (16oz) of coffee. Actually ½ cup = 10 cups so if you make 40 cups you will need 2 cups of ground coffee plus a little extra for fuller flavor.

The regular outlet for Tea is on the Right Side of the sink. Fill smaller pot with water for tea.

**WEEKLY PURCHASES** (You may use the refrigerator, mark items “Bible”)

Coffee - one pound (be sure can is marked 16ozs)

Half & Half – one quart

Juice – ½ gallon

**SUPPLIES KEPT ON HAND** (These are kept in a room next to the kitchen.

Sugar & Sugar Substitute                      Inside there is a padlocked cupboard

Cream Substitute                                      combination is 216)

Tea

Instant Coffee – Decaf

Napkins & small plates

Cups – 9 oz Styrofoam for coffee/tea

5 oz juice cups

Set up on the counter on the window side with:

Half & Half, Sugar, Tea, Cream & Sugar substitutes, Instant Coffee

Cups and spoons go near the coffee pot.

Put out name tags, bell, OYE board & basket, prayer book, candle

(See list inside cabinet door)

Receipts go to Nancy Gallelli for reimbursement. Thank You!