

MEAL PLANNING COMMITTEE

Purpose: To coordinate meals for special events as requested by the Pastor or Church Council (Baptism Sunday, etc.)

Composition:

Four members including the chair with two-year staggered terms.

Key Responsibilities:

Thanksgiving Dinner:

- Provide 2 turkeys prepared by committee members
- Provide sign-up sheets for remaining food 3 Sundays prior to Thanksgiving Sunday. Categories are ham, pies, other desserts, vegetables, potatoes, stuffing, salads, breads. Assign 3-5 persons per category.
- Decorate fellowship hall tables.
- Clean-up following the meal, wash dishes, utensils, pots, etc. used for preparing and serving. Sweep the floor as needed.
- Empty trash cans. Put in clean trash bags.

Easter Breakfast:

- Provide sign-up sheets 3 Sundays in advance. Categories are breakfast casseroles, sweet rolls, coffee cakes, breads, fruit, and fruit juice.
- Decorate fellowship hall tables.
- Clean-up following the meal, wash dishes, utensils, pots, etc. used for preparing and serving. Sweep the floor as needed.
- Empty trash cans. Put in clean trash bags.

Pentecost:

- Committee provides entrée.
- Provide sign-up sheets 3 Sundays in advance. Categories are salads, breads/rolls, dessert.
- Decorate fellowship hall tables.
- Clean-up following the meal, wash dishes, utensils, pots, etc. used for preparing and serving. Sweep the floor as needed.
- Empty trash cans. Put in clean trash bags.

Funeral luncheons: Plan in cooperation with the Hospitality Coordinator and in consultation with the pastor when needed.

- Set up 4-6 tables in the fellowship hall prior to Sunday worship. Cover tables with tablecloths for special events.
- Provide drinks (water and / or lemonade)
- Set out table service
- Clean-up following the meal, wash dishes, utensils, pots, etc. used for preparing and serving. Sweep the floor as needed.
- Empty trash cans. Put in clean trash bags.