

HOSPITALITY PROCEDURES

Arrive about 20-25 minutes before Mass.

Set up two long tables (if not already up from Saturday), and cover with table coverings. (If there is anything left on tables from Saturday Mass, please just put back in cabinet under balcony steps).

Doughnuts are set on long tables along with napkins, small cups and orange drink. Keep lids on doughnut boxes, until end of Mass.

Cover a card table along wall for coffee, and set out creamers, sugar, stirrers, & foam cups.

Make coffee in rectory. Coffee, coffee pot and drink urn for juice, will be in the rectory kitchen, under steps along with any extra needed supplies. Drink will be in refrigerator. Make coffee, and take to reconciliation room in back of church and plug in. Set drink on long table by doughnuts and cups.

A few minutes before end of Mass, go back, get coffee and set on table, uncover doughnuts, and then just be friendly and cheery as you serve. (I usually go back after Communion and sit in last pew till final blessing.)

After Mass and most people leave, clean up everything and put away in cabinet under steps, except for coffee and drink urns that go back into kitchen. Just rinse them and put back on steps in kitchen. If possible, take trash and put in dumpsters behind gym.

Would like if families doing the hospitality, could be the gift bearers at that Mass, if possible. Always think doing hospitality, gives you a chance to meet a few new people.

THANKS SO VERY MUCH FOR DOING THIS, AS MEANS ALOT TO OUR PARISH COMMUNITY.

(Jim & I pick up the doughnuts and so will be there if you have any questions.)