

## **Fellowship Dinners**

**Coordinator:** Denise Noble (909) 380-4427

### **Back-up Team Leaders:**

- Peggy Bryson (as needed) (909) 790-0481
- Louise Holder 909-795-7136
- Myron & Cleo Miller 909-213-1631
- Suzanne Thompson 909-793-5027
- Janelle Fairhurst 909-446-7690

### **First of the Month Fellowship Dinner Chairperson Duties:**

- Create Calendar for the Year
- Purchase table service for all dinners
- Turn in receipts for those wishing to be reimbursed for bread
- Work out problems team leaders may be experiencing
- General facilitation of what is needed.

### **Fellowship Dinner Success Tips**

#### **Team Leaders:**

- Pick three other families to help you
- Each family bring one or two dishes to feed 10-15 each
- Purchase bread or rolls and give receipt to fellowship dinner coordinator for reimbursement
- Have a greeter at the door to welcome people, especially visitors or those who look like they need some help connecting
- You can use table clothes in the kitchen and flower vases with artificial flowers, as well as the paper goods supplied there. You can also create your own decorations, table clothes and table service.

- Dismiss by tables - tables with visitors first, and teens and students last (food tends to go farther that way). The person greeting can dismiss tables
- It helps to go to first service so you can warm the food and set up the serving table during second service.
- Dessert is set up in the kitchen by the closed window and opened up after all have gone thru line to eat. Judge how much dessert you give out according to amount you have and how many people are there.
- Please leave kitchen cleaner than you find it and take the towels/rags home and wash them. Thanks
- If you can not be there on your scheduled week-end be sure and make arrangements as early as possible and let the chairperson know who is your replacement or if you can not find one.
- **Deacons** - Set up tables and chairs
- **Bulletin Announcement** - The office automatically puts it in the bulletin, but it is best to confirm with the secretary so that it appears on the week before you have scheduled the fellowship dinner. "Fellowship Dinner - (The date) following second service. Names beginning with A-L please bring an entree and a vegetable, each to serve 10-12. Names M-Z, bring a salad and dessert. Singles bring one item in your category. Bread is provided"