

Trinity Fellowship Host Duties

Fellowship Hour (formerly Coffee Hour) is a long tradition at Trinity. It offers the opportunity for members and guests to meet one another and interact in fellowship after the main morning service. We seek two hosts for each Sunday. In addition to hosting Fellowship Hour, responsibilities include the purchase of snacks.

PLEASE NOTE: WE DO NOT HAVE A SUNDAY SEXTON.

Things to know as Fellowship Hosts

- Purchase two quarts of Half & Half and enough “finger food” snacks for 75-80 people. Simple cookies or pastries and fresh fruit are typical. Please try to stick to finger foods to make cleanup easier – homemade goodies are great! If there is a special event, such as a baptism, a supermarket cake is suggested. The related families may wish to be involved.
- Check to see if the coffee urns are pre-filled – If they are not ready, instructions are posted on the right-hand wall just inside the pantry. Coffee takes ½ hour to brew – to prevent burning, start the urns just after the Peace. In the summer iced tea and lemonade are served instead of coffee and hot tea.
- Some choir members have tea in the kitchen following their 8:55 a.m. rehearsal. This is also a good time for the people who go to the 8 a.m. service and early comers to share in fellowship. It’s just tea, no food. At 8:45 a.m. start the hot water for tea. After the water boils use 6 teabags and let it steep (cover the teapot with a towel or tea cozy and leave it in the kitchen).
- Setting the tables: Coffee, sugar, sweetener, cups, napkins are found on shelves in the kitchen pantry. Tablecloths are in the metal cabinet. Tables are setup in a “V” formation on the Chapel side. You can leave the coffee urns on the cart or place them on the table. Make sure you put a saucer under the urns to collect spills and a dinner plate under the tea pot. If the weather is nice, Fellowship Hour can be setup in the courtyard. Paper or plastic cups are to be used outside or when cold drinks are served.
- Please leave the church service after you have received communion to put out the pot of tea, creamers and food and to prepare to host the tables.
- You do not need to stay to the end of Forum to begin cleanup (feel free go to the Forum and clean up after if you wish). At the end, wash creamers, mugs, etc. and put everything away. The mugs will need to be hand cleaned with Softscrub and a sponge to remove the coffee, tea and lipstick. Please use the dishwasher after all food is cleaned off the plates. (Our “dishwasher” is a commercial unit that “sanitizes” but does not clean or have a built-in disposal) The complete cycle lasts about 5-10 minutes for wash and rinse – detergent is added automatically from the 5 gallon buckets. Instructions are located to the right of the sink. (Miles or Emil Gombosi would be happy to show you how to use the dishwasher.)
- Empty unused coffee using caution. Wash urns and leave upside-down to drain. Dry mugs and put them on trays on the right side of the refrigerator. Put everything else back in the pantry. Wipe down kitchen.
- Usually a forum member will lock the building. But if you are the last out, please take a walk around the church to verify all doors are locked and lights are out.

Thank you!

Emil Gombosi