

# Successful Soup Sunday

**ORGANIZERS** typically 3 volunteers are needed & it's recommend that a past volunteer participate

**START TIME** plan to arrive by 9AM; serving starts at 11:30 & ends at 12:30

**SETUP** all tables; 8 for dinning and 2 for serving

**SOUP** plan 2-3 types enough to fill 3 crocks. Crocks are 2 gallons (8 quarts)

**SOUP** needs to be in the crocks by 9:30 am to be ready by 11:30. Or you can start heating process via stove top then transfer to crocks.

**IMPORTANT** make sure crocks have a small amount of water at bottom

**VOLUNTEER's** youth typically arrive at approx. 9:45 to set up tables/chairs & wrap silverware & help with dishes. Contact Deb Brownlee for youth who plan to attend

**COFFEE** large pot fill to 40 cup line which is 5 scoops (1/2 cup)

**QUESTIONS** or need any guidance you can always call Deborah Brownlee: cell 440-476-7995 or e-mail her at brownlee\_deb@yahoo.com

**ADDED** sides & desserts are always a plus but not required. It is up to the organizers. Check the freezer for desserts and or rolls.

**CLEANUP** is the hardest part & don't under estimate the time needed to complete. Sweep floors, empty trash, wash dirty dish towels. You should leave the space as you found it.

**DONATIONS** put out a basket for donations total & leave in a envelop for Lou