

LOUDONVILLE UNITED METHODIST CHURCH

Outreach-Nurture Committee Mission Manual

10. Thanksgiving Feast

- A. Champion: Florence Lowe
- B. What we do: Come together to enjoy food and fellowship
- C. Who does it: Sponsorship still needs some direction
- D. How often we do it: Once each year
- E. When we do it: In place of the November pot luck, usually the 3rd Sunday
- F. Where we do it: Fellowship Hall
- G. Why we do it: Congregational Fellowship
- H. Who we do it for: All in attendance, including any visitors
- I. How do we pay for it: Donations are requested to pay for turkeys and other specific items, food is brought by those who attend., beverages are provided by the church
- J. How we do it:
1. The Outreach Nurture committee will provide a reminder to the sponsoring group twice before the time to serve arrives.
 2. The reminder will include a copy of this page, which lists the steps needed to successfully complete the job.
 3. Make certain to get the word out to the congregation, using the newsletter, website, e-mail, phone calls, committee meetings, and pulpit announcements
 4. Generate some interest, make it EXCITING, make people want to come
 5. A sign-up sheet is circulated to get a count of potential attendees and what they plan to bring to the meal
 6. Roast turkeys on Friday or Saturday; cool enough to take meat off the bones; reserve broth for gravy
 7. Set up long tables, with chairs, decorate with seasonal centerpieces
 8. Set up three long tables down the center of the room for food and two more tables for desserts and beverages
 9. Make beverages and gravy
 10. Set up disposable paper plates, utensils, and cups where needed
 11. Set up trash cans with liners as needed
 12. Manage the kitchen to keep hot food hot, and cold food cold, until time to serve
 13. Have food on serving table at about the time church services end
 14. Have helpers to serve turkey
 15. Coordinate the efforts of any who may wish to help.
 16. Invite guests to go through the line first.
 17. Stay until the meal is over and clean up
 18. Wipe down tables and counters; return the extra tables and chairs to storage
 19. Sweep floor
 20. Wash any serving spoons, etc. as needed
 21. Take out the trash and turn out the lights

