

# Sunday Snack Procedures

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UUCL serves coffee from 9:15 to 12:30 and snacks from 10:30 to 12:30. Coffee preparation is described in a separate How To guide. This guide covers snacks only.

## When to Start

**Food purchase** take about 20 minutes depending on where you shop. You can buy whatever you like, but it should resemble the general suggestions given in the “Shopping List” section on the following page.

**Snack setup** takes between 15 and 20 minutes. You need to get out the dishes, the napkins, the silverware, and you need to slice the cheese, the summer sausage, and maybe the apples (if you are not doing grapes).

## Setting Up the Snacks

Give yourself 15-20 minutes to have the snacks ready to eat:

1. Get out serving platters or baskets for each kind of food and make sure they are clean and large enough.<sup>1</sup>
2. Check the refrigerator for donated treats. Generally, anything in the fridge that is not labeled for a specific use is fair game. If anyone contributed extra treats, get out platters for them.
3. Slice the cheese. Slice the sausage into disks and cut the disks into quarters. Find the toothpicks to use for stabbing the food.



4. Open and deploy the crackers in a basket on a napkin.



5. Break the grapes into small bunches (or) core or slice the apples or section the oranges. .



6. Take about 30 dessert plates, napkins, and any needed flatware up to Founders' Hall.



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<sup>1</sup> Platters and baskets are in drawers in the island or above broom closet to the left of the refrigerator.

The table will look something like this:



### When to stop

Coffee service ends at 11:00. Bring the plates and leftovers down from Founders Hall and clean up any crumbs. If there is a spill on the tables, clean it up with the cleaning or sanitizer spray that is stored with the supplies in the recycle cabinets.

### Shopping List

This list is just a suggestion for shoppers who'd rather not make their own decisions about what snacks to buy. Basic snacks include some kind of protein (meat, cheese, etc.), crackers, and fruit and/or vegetables. You are welcome to add a dip or cookies or other sweets as well; that is up to your team.

**Who pays?** To get paid from the UUCL budget, fill out a reimbursement form, which is found under the cubby holes in the elevator room in Founder's Hall. Get it signed by Joe Gant and put it to the Treasurer's cubby hole.

For Coffee: 2 quarts half and half: 1 quart costs about \$3.00. **Your team may prefer to have the coffee person buy this. It should be in the kitchen by 8:30 on Sunday.**



**Cheese** Cheddar or Colby Jack: 16 oz. costs about \$5.00



**Meat** Summer sausage: 12-16 oz. about \$4.00



**Fruit** Apples (4) or Grapes (~2 lbs.) or Oranges (4) or Other - \$3.00-\$5.00



Crackers, 1 box - \$3.00



**Cookies, Candy?** Other UUCL members may contribute cookies, brownies, or holiday breads, so we usually don't buy these, although that's up to you.

The total cost for snacks will run between \$18.00 and \$23.00.