***[John 1:3](https://www.biblegateway.com/passage/?search=1+John+1%3A3&version=ESV)*** *That which we have seen and heard we proclaim also to you, so that you too may have fellowship with us; and indeed our fellowship is with the Father and with his Son Jesus Christ.*

[***Psalm 55:14***](https://bible.knowing-jesus.com/Psalm/55/14) *We who had sweet fellowship together Walked in the house of God in the throng*

**Preparing for Fellowship (Coffee) Hour**

A rotating team of Philoptochos volunteers prepares for the Fellowship Coffee Hour offered every Sunday after the Divine Liturgy. We invite you to host one, whether for you or a family member's Name Day, Birthday, or simply in fellowship. Please contact us to arrange a date. The basic offering is coffee, juice, and bagels with cream cheese.

In addition to the team of at least 2 assigned for the designated Sunday, members of Philoptochos who are present always offer to step in and assist according to need and volume of parishioners. If you are volunteering for the first time, know that many of us are always present to guide you. The following is a list of what needs to be done in preparation for, service of, and cleanup after Coffee Hour (… but your own creative input and special touch is always welcomed!):

* For each Sunday, you will need 1 gallon whole milk, 4-6 quarts orange juice, 1 large container of cream cheese (size found at Costco) or 3 large containers (found in Supermarkets). \*\**When Sunday School is not in session only 2 quarts of orange juice are needed.*
* 24 dozen (a combination of whole and pre-sliced) mini- bagels are pre-ordered from Barbara’s Bagels (113 Mineola Avenue, Roslyn) for every Sunday. You are not responsible for placing the order. Bagels should be picked up by 8:30 am. One bag of bagels (unsliced) goes to Sunday School to be given out to the students . The remaining bagels are for serving at Fellowship Hour. Spread cream cheese on half of the bagels and place in one basket. Leave remaining bagels plain and place in second basket. These may be served with butter or margarine according to availability. Some may usually be found in one of the 3 refrigerators\**if there is no Sunday School in session, only 10 dozen bagels should be ordered\**
* Make coffee in large commercial pots in kitchen. *Coffee is supplied*. *Instructions are posted in the kitchen*
* *Check the walk-in refrigerator as well as the one in the kitchen for prepared foods, cheeses, desserts, etc that may have been left over from a previous night's event held at the church. Unless specifically marked for GOYA or another organization, these foodstuffs are traditionally plated accordingly and served to the congregation during Coffee Hour.*
* Set up tables outside of kitchen with tablecloths, donation basket and donation sign, small paper plates, napkins, and two baskets with bagels.
* Place Coffee Urn on rolling butcher block table next to the banquet tables in front of wall of windows. Transfer prepared coffee from pot to urn using stainless steels pitchers stored under coffee pots. Place paper goods, pitchers of milk, stirrers, sugar packets, box of assorted teas and thermos of hot water on banquet tables. Pour orange juice into the smaller (4oz) plastic glasses and place on tray.

Paper goods (small plates, napkins, coffee cups, juice cups), coffee, and sugar packets are provided by the church. You will be reimbursed for milk, orange juice and cream cheese purchased when you submit your receipts. You are welcomed to bake or *donate* additional sweets, cookies, coffee cakes, etc. but *not obligated* to do so.

At end of coffee hour, rinse out coffee urn with water, clean up all service items, and finally clean coffee pot by running water through it (NOTE; some water must remain in pot top prevent burning, measuring at least 1” visible in tube at front of pot).

Leftover bagels are packaged for distribution to the homeless or needy. Any other leftovers of sufficient quantity are also offered to the needy. Please call Dori Fishbin (516)359-4509 to arrange for pickup when someone is at the church to hand over, usually for the following morning (Monday). Let the office know about the pick-up.

**THANK YOU FOR HOSTING FELLOWHIP (COFFEE) HOUR !**