

Morning Tea Roster 15th September – 8th December 2019

Please read the reverse side of this roster to know what is expected of you.

9:30 Morning tea volunteers please note you are responsible for locking 3 doors in DW Hall and the 3 toilet doors or nominating a responsible person to do so. (PTO & read)

8am Roster

9:30 Roster

15 th Sept.	Norm & Edith	Nial & Katrina
22 nd Sept.	Vacant - Volunteers Needed	Mike & Chris
29 th Sept.	Nicola	Max & Tina
6 th Oct.	Margaret	Augusta & Amanda
13 th Oct.	Charlie & Liz	Thelma & Geoff
20 th Oct.	Norm & Edith	Owen & Linda
27 th Oct.	Volunteers Needed	Janet & Cherry
3 rd Nov.	Margaret	Peter & Marion
10 th Nov.	Charlie & Liz	Adrian & Ann
Please let me know this if you	Are away in the next 3 months	9842 8226 Marion
17 th Nov.	Norm & Edith	John & Robyn
24 th Nov.	Volunteers Needed	Murray & Val
1 st Dec.	Margaret	Robin & Marion
8 th Dec.	Charlie & Liz	Nial & Katrina

See reverse side for instructions and telephone numbers of all on the roster.

Morning Tea Roster Duties for 9:30

Before Morning tea ---- go out at the end of communion to turn up urns

---- put milk and biscuits out

---- uncover trolleys (they are covered with throwovers)

---- check there is enough sugar etc

---- fill sinks with hot soapy water (hot water is slow to come through, if you pull out the “hose” a few times it seems to flow better)

After people have finished their drinks, gather up cups, wash and put back on the shelf.

When all have finished remove trolleys to kitchen, empty sugar bowls into sugar jar and wash bowls. Wash milk jugs and put back on shelf, wipe or wash trays.

Empty urns, putting coffee grounds in container in Wardens Court garden, dismantle coffee urn and wash parts.

Wipe tables and sweep hall floor (if necessary)

**Arrange tables in main hall for Martha’s on Monday. The plan of table positions is on the side of the frig.

Thank you for taking tea towels home to wash **or doing as I do and taking your own tea towels, it saves worrying about getting St John’s back to the hall.**

Turn off lights and heaters and lock **all doors - 3** in Dorothy Wood Hall - **3** toilet doors.

If you are unable to do your rostered day, it is your responsibility to swap with someone or find a replacement.

Murray & Val Arnold 9841 3568 Max & Tina Morrison 0447 134 347

John & Robyn Blake 9844 4587 Amanda York 0437 190 155

Owen & Linda Coppen 0498 289 594 or 0458 449 427. Mike Taylor 9844 8501

Janet Cribb 9841 2450 or 0484 719 378 Geoff & Thelma Walsh 9841 2357

Augusta Saunders 9845 3045 or 0427 355 065 Chris House 9844 1644

Cherry O’Donnell 9844 3284 or 0427 280 349

Robin Johnston 9844 6248 Nial & Katrina Twigger 0487 216 026

Peter & Marion FitzGibbon 9842 8226 Adrian & Ann Wilkinson 0428 808 018