

# *San Mateo Road Runners Kitchen Duty Roster*

**April 3 – June 26, 2012**

If you need to switch dates, please make your own arrangements and inform Shirley.

April 3, 2012	Shirley & Mike McMahon
April 10	Claudia King & Bill Jayne
April 17	Isabelle & Gene Burge
April 24	Barbara Finnegan & Ernest Monken
May 1	Peggy & Sam Morsi
May 8	Lynne & Archie Schmitt
May 15	Susie Basin & Lou Bamberger
May 22	Pat & Cliff Donley
May 29	Sylvia Kunkel & Ingrid Mullan
June 5	Helene Campbell & Howard Mason
June 12	Lynn & Gary Shimamoto
June 19	Joyce & Bob Van Huystee
June 26	Joan & Al Perris

## **Kitchen Set Up**

- 1.If kitchen supply cabinet is locked, check with club officers. There's also a key at the front desk, in a hanging file folder under the Road Runners.
- 2.Fill coffee pot halfway with tap water and plug into wall outlet on counter.
3. Mix about 10 scoops of powdered lemonade mix with enough tap water to fill half of silver-colored bowl and add block of ice from plastic container marked "Road Runners" located in freezer.
4. Put out bowl of lemonade, tray of instant coffee, teabags, sugar, creamer, stir sticks, and napkins on counter.
5. Refreshments provided by members are a sweet treat only. Arrange treats on plastic platters from cabinet and put on counter.
6. By 8:00 PM, lift counter partition so folks can help themselves.
7. Around 9:30 PM or earlier, unplug coffee pot, carefully pour out hot water, dry and put back in cabinet. Ditto for lemonade bowl. Refill plastic container with left over lemonade and put into freezer to be used as ice the following week. **Lock the cabinet.** If we're short of any items, please inform Shirley. *Many thanks.*