

**Subject:** Community Meal  
**From:** "Lynn Marentette" <office@runnymedeunited.org>  
**Date:** Thu, 20 Nov 2008 09:53:43 -0500  
**To:** "Lynn Marentette" <office@runnymedeunited.org>

Dear Runnymede Community Members

As you may already know Gail Hutton has retired as the coordinator of the Runnymede Community Meal after 2 successful years of coordinating every aspect of this endeavor. Those of us who have helped at the meal believe it is important to our Church and our community that the meal continue and are extremely pleased to welcome Vicky Crawford in the roll of coordinator.

Given the economic situation that the world finds itself in we can anticipate that the need for this community outreach will grow. One challenge that we have is to ensure that the enterprise continues to get the support of the community and that the support be able to grow if the need arrives. We would also like to avoid volunteer burn out.

After much discussion the plan so far is: We would like to put together two teams. We will call them for want of a more inspiring name Team A and Team B. We welcome Kitchen Coordinator volunteers Judy Lounds for Team A and Janice Reyenga for Team B. Team A will be responsible for coordinating the dinners in November, January, March and May. Team 2 will be responsible for December, February, April and June. This means no one person or family (excepting Vicky) is committing for more than 4 meals -one every 2 months – Each meal should require less than 3 hours of anyone's time.

To be successful we need some volunteers to commit to helping out on each of the months for either Team A or B's schedule. The "jobs" that need to be filled are as follows:

1. SET UP - Time: 3-4 P.M. – Task - Put up tables and chairs and set tables
2. WELCOMERS/SECURITY – Time: 5-9 PM – Task – Greet Guests and act as security
3. COOKS/ FOOD PREPARATION – Time: 3-5 PM – Task - peeling/cooking/salads/gravy/prepare buns/desserts
4. COOKS/ FOOD PREPARATION – Time: 5:15 – 7:30PM – Task - Serve out food in the kitchen
5. HOSTS – Time: 5:15 – 7:30 PM - Task - Serve food to guests
6. PRAYER – Time 6-9 PM - Task - Grace – prayer needs of guests

7. CLEAN-UP – Time: 6-8 PM - Task - BUSBOYS – Remove plates, glasses and cutlery |

8. CLEAN-UP - Time: 6-9 PM – Task -Wash and dry dishes/Clean Kitchen

9. HALL CLEAR OUT – Time:8-9 PM – Task - Put away tables/chairs

You can commit to being a part of this very important community service by contacting Maureen Donovan (email: shmodo@live.ca or by calling her at 416 762-5802) or Judy Lounds (email j.lounds@rogers.con or calling her at 416- 7672281) or by signing up in Memorial Hall following the Worship Service.

Please give us your name, phone number and email address if you have one.

Thanks and Blessings

Maureen and Judy