

KITCHEN COMMITTEE (September 2020)

Purpose

To ensure that the church kitchen is clean, organized, properly stocked, and appliances working properly.

Organization

Committee shall be composed of two individuals serving a one-year term. Committee is recommended by the Nominating Committee and elected by the Church.

Responsibilities

- Establish guidelines for kitchen use.
- Inventory kitchen weekly to ensure adequate paper products and food staples (plates, cups, napkins, salt, pepper, sugar, coffee, tea, etc.). Submits needed items to Church Secretary for ordering.
- Collect used dishtowels for laundering.
- Ensure that all food is stored, labeled, and dated properly.
- Ensure appliances are working properly.
- Clean refrigerators monthly and discards leftover food.
- Clean freezer semi-annually and discards leftover food.