

Guidelines for Memorial Coffee Hour

When you have a Memorial service for your loved one at St Demetrios it is customary to host the Coffee Hour following the Divine Liturgy. Here are some guidelines to help you plan.

- If there is more than one family hosting a memorial coffee hour, they should plan together and coordinate so as not to duplicate their purchases.
- Plan for 300 parishioners, but less during the summer

You need to bring:

2 lbs of coffee

1 gallon of milk, during Lent, non-dairy creamer)

300 6 oz coffee cups

300 dessert/luncheon size paper plates

300 napkins

Forks and spoons, depending on what is being served

Sugar and sugar substitute

For children's table, 2 to 3 gallons of juice drink and cookies, 100 small cups

- Please check with Philoptochos (Maggie Steffas) to see how many plates, napkins, cups, you will need to bring, sometimes we have plenty in our cupboard and you may not need to bring 300.
- Food selection depends on whether or not we are in a fasting season.
- Everything should be cut and ready to serve on platters, trays, etc. Please label all serving dishes.
- Please don't feel you need to serve a luncheon, large sheet cakes, doughnuts etc. are fine.
- Please bring all items to the hall early so our Philoptochos members can also attend the Liturgy.
- Following the Liturgy there will a table reserved for the family. The Philoptochos will take care of serving and cleaning up.
- We welcome a donation to Philoptochos to benefit our philanthropic ministries. Suggested donations range from \$75 to \$150.

To have Philoptochos serve for you, you must contact us, directly is best. For more information or questions, please contact Maggie Steffas, our Philoptochos president, at 440 871 6362 or msteffas@roadrunner.com