

***Policy 11.1: FOOD AND BEVERAGES FOR UUFC SERVICES AND EVENTS***

PURPOSE

To provide policy for the serving of food and beverages following regular Sunday services, or as part of other church services or events, including for purposes of fundraising.

POLICY

1. **General Policy.** Any committee or program unit of the Fellowship may serve lunches, dinners, baked goods, or other food and beverages after regular or other church services in order to raise funds for charity or for UUFC programs or activities.
2. **Coffee/Tea Service Following Sunday Services.** Coffee, tea, and other beverages are provided following Sunday services free of charge to members, friends, and visitors. Consistent with our desire to be welcoming to all, voluntary donation baskets will *not* be put out for coffee, tea, or other beverages.
3. **Lunches Following Sunday Services.** The Social Concerns Committee will have scheduling priority for the use of one week per month for Social Action Fundraising Lunches, prearranged with the UUFC Office Administrator by October 1<sup>st</sup> of each church year. Other groups wishing to hold fundraising lunches following Sunday Services must schedule their event with the Office Administrator on a first-come, first-serve basis.
4. **Bake Sales or Other Food Service Following Sunday Services.** UUFC committees may offer baked goods or other food after Sunday services or groups wanting to raise money for their programs or other good causes consistent with our UU Principles.
  - a. To avoid scheduling conflicts, a volunteer maintains a special calendar Sunday bake sales/food service; contact the UUFC Office Administrator for volunteer contact information.
  - b. A neatly lettered sign will be placed on the food table stating the cause or charity benefiting from proceed collected.
  - c. Baked goods and other food items will not be individually priced; rather, groups will simply ask for unspecified donations from those who are able to give.
  - d. Groups providing baked goods will also provide healthy snacks such as sliced apples, carrots, or nuts with a "free healthy snacks" sign.
5. **Food or Beverage Service Associated with UUFC Congregational Meetings, Workshops, Celebrations, and Special Fundraisers**
  - a. Food and beverage services for Congregational Meetings will be served free of charge to members and supporters; costs will be covered by the appropriate UUFC operating fund.

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Approved date: January 11, 2010 Supersedes date: 10/2/92 Review Date:

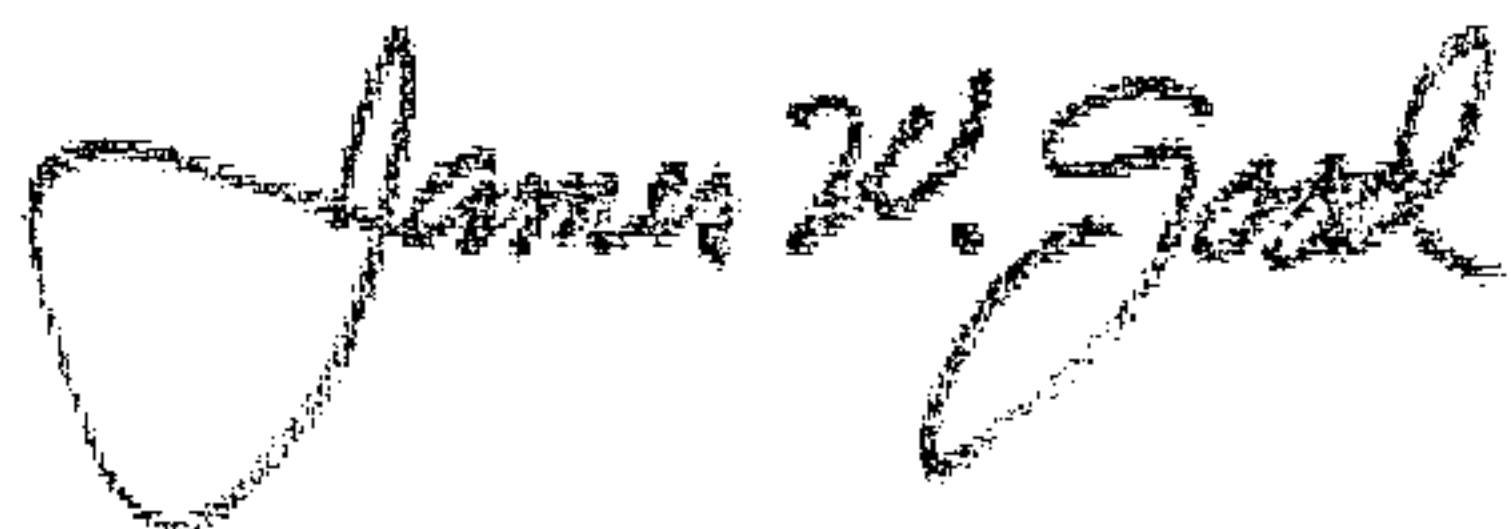
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- b. Charges or donations may be requested for food or beverage services provided as part of other UUFC programs and activities. For example, potluck dinners are often held as special fundraisers.
6. **Cleanup Responsibilities.** Individuals or groups providing beverages, lunches, dinners, baked goods, or other food services at the UUFC are responsible for cleanup following their events.
- a. As appropriate, cleanup may include cleaning the kitchen (dishes, floors, counters), restoring tables, chairs, and other furniture to its original locations, turning off heat and lights, locking all doors, and taking kitchen trash to the dumpster.

When food and beverage services are provided separately (e.g., following Sunday services), cleanup will be shared as appropriate by food and beverage providers.

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Approved by the Board of Trustees on January 11, 2010.



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*James W. Good, President*