Prisms Coffeehouse

Friday, March 2, 2012 Smith Vocational

Parent Sign-up Sheet

Planning/Organizational Duties (between now and 3/2)

<u>Task</u>	Sign up here
1st shift food distribution (kids serve)	Barbara Neulinger, Marya Z.
Food from kitchen table, washing,	Sarah B.
Label pots and pans	Jeannemarie Tobin
Food Coordinator	Karen and Ellen:
Craft Fundraiser Pricing	Shoshana

Ticket Sales (5:45-7)	Tom Klitus/
Ticket Sales (7:30-9:30)	Susan Janssen
Coffee/tea (coordinator)	Erin Kelly-Dill
Set up Tables and Chairs	Kay Saakvitne, Lois Joy

Duties Day of Coffeehouse (Throughout the day on 3/2)

<u>Task</u>	Sign up here
4:30 food set up shift	Sarah Stockwell-Arthen, Jason threlfall
Flower purchaser/arranger	Tamara Kupfer
4:30 food set up	Tamara Kupfer, Denise Elliott
Clean-up (9:30-10:30) coordinator	Renee W.

Task	Sign-up here
Lights and Decorations (coordinator)	Barbara Neulinger (will need tech assistance for "stage" lighting.
Lights and Decorations	Kelly Paulsen
	**I am flexible and am available throughout day on friday to come and help set up and do tasks as needed- Jeannette Wolfe