



St. James Baptist Church

2169 New Market Road Richmond, Virginia 23231
 804-795-7747 804-795-5283 (Fax) www.sjbcofvarina.org

Reverend Kevin L. Sykes, Senior Pastor

CULINARY MINISTRY

| Coverage For The Year | | | |
|---------------------------------|-------------------------|-------------------------|--|
| Contact | | | |
| April | Carolyn | | |
| May | Cheryl | | |
| June | Keith | | |
| July | Carolyn | | |
| August | Cheryl | | |
| September | Keith | | |
| October | Carolyn | | |
| November | Cheryl | | |
| December | Keith | | |
| Areas of Responsibility | | | |
| Lead | | | |
| Funerals/Memorial Services | Bro. Keith Rivers | Deaconess Carolyn Jones | |
| Inventory | Deaconess Carolyn Jones | | |
| Tentative Cleaning Schedule | Trustee Cheryl Cooper | | |
| Tentative - Rework Storage Area | Bro. Keith Rivers | | |

| Communication to Sheepfolds | | Areas of Responsibility | |
|-----------------------------|--|-------------------------|--|
| The Culinary Ministry will: | Assist and provide guidance with events of the church | | |
| | Will take part but it is up to the sheepfold to carry it out from beginning to end) | | |
| | Major events and activities of ministries | | |
| | Funerals and memorial services | | |
| | Serve as the primary point of contact, assisting with events and activities | | |
| | Will take the lead, with the assistance of the Sheepfold or ministry, ensuring that the Fellowship Hall and kitchen areas are reset for use (tables, chairs, kitchen area cleaned) | | |
| | | | |
| 2017 Major Events | Date | Assignment | |
| Pastor's Anniversary | April 9 th | Carolyn | |
| Homecoming & Revival | May 21 st | Cheryl, Carolyn | |
| Vacation Bible School | June | Cheryl, Carolyn, Keith | |
| Two-Night Revival | October 23 rd - 24 th | Keith, Carolyn | |
| Family & Friends | August 13 th | Cheryl, Carolyn | |