



**Meals are served every Friday at 12:30pm
at Westminster United Methodist Church
162 East Main Street, Westminster, MD 21157**

2018 Calendar

**Linda Sterner, Coordinator
410-596-3921**

**Below outlines the schedule of churches preparing meals.
All meals will be served at Westminster United Methodist Church.**

January 5 Grace Fellowship Chapel
12 St. John's Lutheran Church
19 St. Joseph's Catholic Community
26 Crosswinds Church of God

August 4 Grace Fellowship Chapel
10 St. John's Lutheran Church
17 St. Joseph's Catholic Community
24 Crosswinds Church of God
31 St. Luke's Lutheran Church

February 2 St. Luke's Lutheran Church
9 Westminster Baptist Church
16 Grace Fellowship Chapel
23 St. John's Lutheran Church

September 7 Westminster Baptist Church
14 Grace Fellowship Chapel
21 St. John's Lutheran Church
28 St. Joseph's Catholic Community

March 2 St. Joseph's Catholic Community
9 Crosswinds Church of God
16 St. Luke's Lutheran Church
23 Grace Fellowship Chapel
30 Westminster Baptist Church

***October** 5 Crosswinds Church of God
12 St. Luke's Lutheran Church
19 Westminster Baptist Church
26 Grace Fellowship Chapel

April 6 St. Joseph's Catholic Community
13 St. John's Lutheran Church
20 Crosswinds Church of God
27 St. Luke's Lutheran Church

November 2 St. Joseph's Catholic Community
9 St. John's Lutheran Church
16 Crosswinds Church of God
23 St. Luke's Lutheran Church
30 Westminster Baptist Church

May 4 Westminster Baptist Church
11 Grace Fellowship Chapel
18 St. John's Lutheran Church
25 St. Joseph's Catholic Community

December 7 Grace Fellowship Chapel
14 St. John's Lutheran Church
21 St. Joseph's Catholic Community
28 Crosswinds Church of God

June 1 Crosswinds Church of God
8 St. Luke's Lutheran Church

- 15 Westminster Baptist Church
- 22 Grace Fellowship Chapel
- 29 St. John's Lutheran Church

- July**
- 6 St. Joseph's Catholic Community
 - 13 Crosswinds Church of God
 - 20 St. Luke's Lutheran Church
 - 27 Westminster Baptist Church

Philosophy: *To feed God's hungry people through Christian witness, love without judgment, and a long term outreach towards a goal of self-sufficiency.*

Mission Statement: *"Because we have been embraced by the grace of God (unconditional love), we undertake to share that unconditional love with our fellow human beings by serving them food and showing them love, kindness, and joy."*

Guidelines "To Do God's Work In Harmony" **Revised 9/14/2018**

1. The Shepherd's Table will operate every Friday at Westminster United Methodist Church regardless of volunteer absentees, etc. When schools are closed due to weather conditions, **The Shepherd's Table** will be closed. If a church cannot do the soup kitchen on their assigned day because of weather, call **The Shepherd's Table** coordinator (Linda Sterner 410-596-3921). An emergency bag meal will be served at **The Shepherd's Staff** office (provided **The Shepherd's Staff** is open). If Westminster United Methodist Church is close on a Friday and schools are open, a bag lunch will be provided by the host church at **The Shepherd's Staff** office.
2. **The Shepherd's Table** will be operating under Westminster United Methodist Church's health permit. Each church will be following Westminster United Methodist Church's policies regarding existing security and existing liability.
3. Hours of operation will be as follows:
 - Preparation time: 10:00 a.m. – 12:30 p.m.
 - Doors open: 12:30 p.m.
 - Serving time: 12:35 p.m. – 1:30 p.m.
 - Seconds: 1:00 p.m.
 - Food Distribution 1:15 – 1:30 p.m.
 - Clean up time: 1:30 p.m. – 2:00 p.m.
4. We may use Westminster United Methodist Church's kitchen, stove, refrigerator, ovens, pots & pans, trays, coffee pots, beverage coolers, cooking/serving utensils, sink and ice machine. Each cooperative church must supply their own dish towels & cloths, dishwashing liquids, cleaners, seasonings, paper products, plastic ware, sandwich bags, plastic wrap, plastic table cloths, etc. We are not to leave anything behind that we bring. Clean up includes cleaning and replacing any equipment we use. Clean stove, sink (no food left in sink drain), counter tops, rolling serving carts, trays used by clients, any spills as they happen, empty trash cans, put new trash bag in trash cans and place lids on trash cans before you leave. Cover drink table and buffet tables to prevent stains. If there is left over food, the food will be distributed to the people. Each church is to provide their own food containers for distribution. No food can be left at the WUM church.

5. At the present time, the only form of worship will be a prayer or song before serving the meal. Information about your church may be displayed on a table. Greeting the people as they arrived and brief friendly conversation is suggested. If they have a problem, refer them to *The Shepherd's Staff* office.
To make **The Shepherd's Table** a success and to meet our mission, we must work together as a team. Everyone will follow the same rules, ideals and goals. Any changes in operation of the soup kitchen must be approved by **The Shepherd's Table** coordinator (Linda Sterner) and *The Shepherd's Staff* director (Brenda Meadows).
6. It is the responsible of every church to keep The Shepherd's Table coordinator (Linda Sterner) abreast of any changes like: church coordinator name, phone and address, church name and address, etc.
7. Dealing with alcohol related problems:
 - a. Maintain control of situation by talking to person or if necessary escorting the person out of the building.
 - b. If maintain control becomes difficult, call the police.
 - c. Anything to do with a weapon, call the police at once.
8. The following rules were designed for everyone's safety and a sign is displayed in the dining area:
 - a. **No Smoking**
 - b. **No Alcohol**
 - c. **No Drugs**
 - d. **No Vulgar Language**
 - e. **No Disorderly Conduct**
 - f. **No Illegal Activities**
9. For insurance concerns and safety reasons, the Cooperative Churches of **The Shepherd's Table** should not give clients a ride to their home or other destinations. It is up to the clients to make their own arrangements for transportation.

If the rules are broken, we will ask the person to leave the "premises."

First Warning: one month no admittance to the soup kitchen.

Second Warning: six months no admittance to the soup kitchen.

Third Warning: Not Welcome!

Special Note: When Westminster United Methodist is holding an event on a Friday, it is the job of the host church for that day, to provide a bag lunch and take it to *The Shepherd's Staff office*. A bag lunch consists of a sandwich, bag of chips, piece of fruit, a dessert, a drink, a napkin and plastic ware (if needed).

It is the responsible of the church assigned that day, to have members of their committee to do the distribution. The staff at *The Shepherd's Staff* can assist your committee, but members of the committee must be present to work that day. The same as if they would be working at WUMC on a regular soup kitchen day. (No more than 3 or 4 people are needed)

When you are unable to do the soup kitchen for some reason, try to make a bag lunch and distribute to soup kitchen clients at *The Shepherd's Staff* office. Call *The Shepherd's Staff* office (410-857-5944) to let them know you are coming. Also call Westminster Methodist Church (410-848-8325).

Any concerns or questions call Linda Sterner (410-596-3921). If no answer, call *The Shepherd's Staff* office (410-857-5944) and ask for Brenda Meadows or Lois Giles or Velma Green.