

## **PERFORMING THE MITZVAH OF HOSTING AN ONEG OR KIDDUSH AT CBI**

Friday services begin at 8:15 pm, unless otherwise notified. The Oneg is served at 9:15 pm, so plan your arrival to set up no later than 8:00 pm. You may drop food off at the Synagogue between 2 and 5 pm, but please enter on 3<sup>rd</sup> Street and use your code to open the door. You are responsible for cleaning up and light vacuuming may be necessary. We suggest beginning clean up at 9:40 pm.

Saturday services begin at 10:00 am. The kiddush is served after the service at approximately noon, so plan your arrival to set up beforehand. You are responsible for cleaning up and light vacuuming may be necessary. We suggest beginning clean up at 12:45 pm.

We usually plan to provide a small bite for about 35 people (Oneg) and 60 people (Kiddush). Please keep it simple! Any special circumstances (holidays or events) that change the number of people or type of food for the Oneg/Kiddush you are hosting will be explained to you by the oneg or kiddush coordinator.

Here is an easy reference for the type and amount of food to bring (these are suggestions only; please be creative, but NO MEAT may be used):

### **Oneg**

- ❖ One challah is provided, only bring a second challah (unsliced) if larger group is expected
- ❖ At least two of the following: cake, cookies, fruit, pretzels, crackers
- ❖ 1-2 gallons of juice and/or sparkling water (no sodas please; and no dark-colored juices that stain carpets)
- ❖ Pint of milk (for coffee)

### **Kiddush**

- ❖ One challah is provided, only bring a second challah (unsliced) if larger group is expected
- ❖ Three pounds washed, cut fruit. Grapes, berries, melons, or dried fruit
- ❖ Four pounds cheese, cut in chunks, and/or four containers flavored cream cheese or hummus
- ❖ Three dozen bagels, sliced
- ❖ Salad or vegetable tray (optional)
- ❖ Two dozen bagel bites or pizza squares (optional - for children)
- ❖ Two plates of baked goods
- ❖ Four gallons juice, lemonade, iced tea, and/or sparkling water (no sodas please; and no dark-colored juices that stain carpets)

The following are provided in the kitchen, ready for your use:

- ✓ Coffee and urns (coffee must be made).
- ✓ Urns for heating up water for tea (teabags are provided).
- ✓ Napkins, cups, plates, cutlery, cups for wine and juice
- ✓ Serving trays (they must be washed and returned to their place), or, if you provide your own, please remember to take them home.
- ✓ Tables will be in place. When you arrive, you need to put on table cloths (provided in the kitchen under the counter below the window pass-through). Plastic table cloths are for round tables and paper table cloths are for rectangular tables.

After the Oneg/Kiddush, please:

- ✓ Clean up all food (do not leave it at the Synagogue),
- ✓ Wash any items you have used.
- ✓ Clean the kitchen counter surfaces.
- ✓ Wipe and fold the round plastic tablecloths and put them away.
- ✓ Collect the dishtowels and place them in the bin behind the kitchen door.
- ✓ Do light vacuuming near the kitchen and around the serving tables (the vacuum is in the closet to the right of the kitchen).

An usher has been assigned by CBI to unlock the building beforehand and lock up the building at the end of the event. Their primary function is to greet guests, distribute prayer books, make announcements during services, and secure the building upon completion. Ushers may offer to help (i.e., pour wine into small cups, adjust the number of cups during the service as congregants arrive), but please do not rely on them to help you set up or clean up during your Oneg/Kiddush.

Please note that it is nearly impossible to find someone to replace you on short notice. Cancellations should only be made when absolutely necessary. In this event, it would be appreciated if you would find your own replacement, provide them with a copy of these instructions, and then notify the CBI office.

Providing an Oneg/Kiddush should not interfere with the extension of warm hospitality. Ready smiles and active social interaction are far more important than the presentation of complicated refreshments. Simplicity, which can be elegant, should be the key. Thank you again for your willingness to serve as a Oneg/Kiddush host.

Sincerely,  
Beth Epstein  
Marcia Arnold  
Your CBI Oneg/Kiddush Coordinators