

2007 Bread, Cheese and Silverware Committee

Chair Names: Dan and Amy Jolly

Summary of Responsibilities:

Obtain bread donation and prepare, heat and serve garlic bread  
Wash and fill cheese shakers with cheese (obtained by Sauce Committee)  
Wrap 1500-1700 packets of plasticware and napkins

Committee:

Our committee had 9 members. Anything between 6-10 people is ideal.

Garlic Bread:

First task is getting the donation. We need 120 loaves of French bread and the Piantedosi family in Carlisle have generously supported this event through the years. They have a family bakery (bread is used by Ferns for their subs) and a website: HYPERLINK "[http://www.piantedosi.com/foodservice/contactus\\_foodservice.html](http://www.piantedosi.com/foodservice/contactus_foodservice.html)" [http://www.piantedosi.com/foodservice/contactus\\_foodservice.html](http://www.piantedosi.com/foodservice/contactus_foodservice.html)

Piantedosi Baking Company  
240 Commercial Street Malden, MA 02148  
781-321-3400

Their marketing representative Nikki Hanson (extension 322) was a big help and helped arrange everything for us. I would recommend contacting the bakery in early September to ask for their support. Follow-up with an email confirming the donation and a phone call a week ahead of the event.

Two days before the event, we made 5 one-gallon sized bags of garlic butter and stored it in the refrigerator. Make sure you work closely with the purchasing person to confirm all supplies ahead of time so you are prepared – we requested everything about 3-weeks in advance so we are prepared. The recipe for each bag follows:

12 sticks of softened butter  
2 cups of olive oil  
½ cup garlic powder  
¼ cup of dried oregano  
¼ cup of dried basal

We picked up the bread at the bakery in Malden about noon on the day of the event – it was all boxed up and easily fit into a SUV. At 2:00, six committee volunteers met in the school kitchen to slice the bread in half long ways and butter the bread with the garlic sauce and

Bob.

Liz Costanza  
Carol Yell  
Mary Bishop

then wrap each loaf with foil. There was some discrepancy on how to butter the loaves. Some of us just buttered the sauce on one side and placed the other half on top. Others maintained that you had to butter both sides. We ended up doing about 50-50 and used up all 5-bags of sauce. I would recommend that if you plan on buttering both sides that you may need 7-bags going forward. In hindsight, generously applying it on one side seemed to work fine and also cut the work in half – only buttered one side. After each loaf was buttered we placed the two halves back together and cut the loaves in 1-inch slices and wrapped the whole loaf in foil.

The school kitchen had the knives to cut and spread the butter, but we had to bring the butter and bread and foil. The school kitchen also had trays to load the loaves on when we were done so we could place them in the oven for later. Some people also brought their children and they were a big help. The whole process took about 2-hours to complete.

At 4:45, we had three volunteers show back-up in the kitchen to start final preparation. We had one person take the loaves on the trays (4-5 loaves per tray) and put them in the ovens (get about 5 trays in at a time) at 400-degrees for 10-minutes. Once out of the oven, put the trays in the warming oven until needed – I would recommend being aggressive up front and getting these into the oven quickly so you do not run out – they stay fine in the warming oven. We had two people at the serving table unwrapping the foil and placing a slice of garlic bread on each plate. We ran two shifts of kitchen prep and the second shift was responsible for final clean-up including gathering all final supplies like cheese shakers.

#### Cheese Shakers:

The purchasing person (Joan Konuk) had a box of about 50 cheese shakers for 30-tables. We confirmed the sauce committee was able to procure the cheese and on the day of the event, while we were preparing the bread, we filled the cheese shakers and placed them on the tables – this took about 30-minutes and my kids did most of the work. At the end of the night, collect the shakers, empty them and clean the containers for next year.

#### Plasticware:

The bulk of the prep. work is really around wrapping all the plasticware and napkins. You need to ask the procurement person for at least 1500 knives and forks and 500-spoons. We wrapped a knife and fork in a napkin and tied it with ribbon and placed it in a box. This can be very time consuming, so start early and be creative. We had a committee get together and used it as a wrapping party to kick things off and send people home with kits to complete. We also invited some of the students over for a pizza dinner and had them wrap them also. We started out three weeks ahead of time and finished comfortably. Don't underestimate the work here and wait until the last minute because you won't finish. You should also verify how many tickets are being sold as we wrapped 1700 this year just to be safe.

The spoons do not need to be wrapped as they are set up by the coffeepot and are used for

coffee.

Supplies Required:

1500-2000 plastic forks and knives

1500-2000 napkins

Ribbon to wrap the plasticware

500 Spoons

Aluminum foil

60 sticks of butter

10 cups of olive oil

2 ½ cups of garlic powder

1 ¼ cups of dried oregano

1 ¼ cups of basil

Timeline of Duties:

August – Review binder of past reports and formulate a plan

- Welcome note to committee members and letting them know the overall plans

- Note to purchasing person to confirm supplies & schedule & get cheese shakers

September – Get bread donation

Committee member meeting

Start wrapping plasticware

October - Confirm bread donation

Make garlic sauce

Day of event

Pick-up bread

Fill cheese shakers

Deliver plasticware

Prepare bread by spreading garlic sauce, cut and wrap in foil

Cook bread and serve on plates

Thank you note with Tax ID to bakery for bread donation

Lessons Learned:

Read the previous reports and don't delay things to the end. Be prepared and get help from the other members. This is not really a difficult assignment if you have a plan and get good support.