

Morning and Evening Prep – Meadows

MORNING PREP

Taco Meat

- Use leftover meat first. Leftovers should only be reheated once.
- Put liners in crockpots. If meat is frozen, turn crockpot on high. If meat is thawed, turn on low.
- Prepare 1 to 2 crockpots (1 bag of meat per crockpot), depending on the event. Use your best judgement on how much to prepare. If crowd size will be limited due to opponent/ weather, then just prepare 1 crockpot.
- Ensure 2 packages of taco meat are in the refrigerator.

Mac and Cheese

- Put a liner in 1 crockpot. Turn crockpot on warm.
- Put 2 bags of mac and cheese in the same crockpot.
- Ensure 2 packages of mac and cheese are in the refrigerator.

Hot Dogs & Buns

- Ensure 4 packages of hot dogs are in the refrigerator and there are buns. Add to the list to send to Heather at the end of the night if we need more.

Nacho Cheese

- Put water in 1 cheese warmer to fill line (indicated in warmer). Use your best judgement on how much to prepare. If the event will be large, prepare 2 cans.
- After putting in water, cheese can in warmer and put pump top of aluminum wrapper on top.
- Set warm setting to 3 or 4.

Inventory

- Ensure candy trays and coolers are stocked.
- Ensure there are walking taco Doritos, tortilla chips, hot dog buns, and condiments.

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EVENING PREP

Popcorn Machine

- Turn on main switch (at bottom), and two switches on top. Do not turn on stirrer until time to make popcorn.
- Once light turns green, prepare popcorn per instructions next to popcorn maker.
- When the popcorn is finished, you must dump the pot. It will not dump on its own.
- Make 2 batches and prepare bags. If it will be a busy night, go ahead and fill bags and place them in the popcorn warmer or in a box next to the register.
- Turn off kettle and stirrer switches until time to make more popcorn.

Hot Dogs

- Pull leftovers from fridge and combine with new hot dogs in skillet, add water and turn to medium heat. Once hot dogs are hot, change heat to warm. Use your best judgement on how many to prepare but start with one whole package and add more as needed.

Set up stations

Nachos/Walking Tacos

- Ice cream scoop – 1 per crockpot
- Scissors for chip bags
- Stock chips, nacho/super nacho trays
- Bowl of shredded cheese and lettuce

Hot Dogs

- Tongs
- Buns
- Foil wrappers

Condiments/Napkins

- Set out ketchup, mustard, relish
- Condiment tray with salsa and jalapenos
- Sour cream
- Napkins
- Forks

Set out cash boxes and unlock square reader.

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