

Be sure you have:

Ice cream

Sugar Cones AND Cake Cones

Cups and dishes: small, medium, and large

Napkins & spoons (& straws if doing floats or shakes)

3 scoops + 3 quart containers for them

1 or 2 gallons water (for scoop containers & for moistening a towel for your hands)

2+ dish towels

Large heavy spatula for scraping down the ice cream after scooping

Parchment paper to press onto the ice cream to shut out air between uses

If offering floats, you also need Large Cups and Root Beer.

If offering sundaes, you also need peanuts, whipped cream, chocolate & caramel sauces, cherries

Process for an event:**BEFORE:**

Open the curtains & sliding windows. You will open the front serving window WHEN YOU ARE READY.

Turn on fan if needed. Set out moistened dish towels for you to wipe your sticky hands on.

Hang the wood shelf from the chains so the bottom rests on the back edge of the freezer.

Wipe down counters with paper towel as needed.

Set up trash bin(s) with trash bag(s), one bin inside and one bin outside (once you open).

Bring the boxes of cones from the Hall kitchen into the wagon. They can't stay always in the wagon because it's too moist in there. Keep them in their plastic bags & cardboard boxes.

Fill 3 clean cottage cheese containers with water; place them in the wooden rack on the door-end of the freezer. These are for the scoops.

DURING:

Be sure to keep the scoop for PEANUTS / NUTS (Moose Trails, Maple Walnut) separate from the other 2 containers.

The 2 ice creams with nuts are closest to the door (and scoops). They are Maple Nut and Moose Trails.

Maple Nut contains walnuts. Moose Trails contains peanut butter. Their freezer bin is half as deep as the rest of the freezer, so there is 1 box of each flavor in there.

The 4 ice creams in the deep part of the freezer are labeled – Chocolate, Vanilla, then two others e.g., Black Raspberry, Caramel, Cookie Dough [contains wheat], Strawberry.

The 2 non-nut scoops can be dark and light (chocolate / black raspberry vs vanilla / caramel).

BE GENEROUS!!! Make big scoops. If the ice cream is hard, shave it into a curl, or try wetting the scoop, or cutting lines into the ice cream with a sharp knife.

If a kid drops their scoop off their cone, replace it free of charge (once).

We have NO dairy-free ice cream.

All ice cream is made in a facility that processes nuts & peanuts.

Ice cream is NOT guaranteed gluten-free. Cookie dough definitely contains flour.

Try to scoop from the edges of the box not just the middle. This will make closing up easier for you. You want a fairly flat surface at the end of the day, or two surfaces side by side with a slope between them. You don't want ice cream in a thin layer up the carton walls.

AFTER:

Use spatulas to push the ice cream off the sides of each box to fill in the middle. The goal is to have an even, flat surface so you can press half a sheet of parchment over it and press out the air. Air will degrade ice cream. If spatulas don't work (too sticky), use parchment & your hands to do the job.

Empty and rinse out the containers and scoops and spatulas.

Secure all cups and other items in Plastic Boxes on the floor before wagon is towed.

Remove the trash bag(s) from the wagon.

Clean the countertops and freezer top and floor.

Use disinfectant or spray cleaner to clean up spills or you will get ants.

Supply Notes:

6 kinds of ice cream (Snow's Vanilla, Chocolate, Black Raspberry, Salty caramel brownie, Maple walnut, Moose trails, Strawberry, Cookie Dough) – call All-Star Dairy Foods at [\(413\) 538-5240](tel:4135385240), order, tell them WHEN you are coming, bring \$\$ / blank HCC check / personal credit card & keep the receipt (you can ask HCC treasurer John Kirk for reimbursement). Going to get the ice cream: bring heavy blankets in your car to keep the ice cream cold. Put the boxes close together in 1 layer then put the blankets on top & covering the sides. Seal out the hot air. All Star is at 620 New Ludlow Rd, South Hadley, MA 01075. Enter the Office in the front building. They will explain how to get to the ice cream building.

2 kinds of cones – sugar, cake

2 kinds of sprinkles – chocolate, rainbow

3 sizes cups – milkshake, 8-10 oz, mini 3oz

Ice cream cups – order online

Syrups & fruit toppings: FRIDGE!

Root beer: FRIDGE!

Nuts & cherries & whip cream: FRIDGE!

Water (bring from home or Hall)

Money Box !! – Laurel has this

Spoons! – plastic or **wooden**

Napkins – in wagon

Gloves – in wagon

Parchment– in wagon

2 wet towels!

Spatula. Tool box in wagon. Antiseptic wipes.