

## **South Colonie Babe Ruth – Concession Stand and POD Duties**

### **Please Arrive ½ Hour Before Your Scheduled Shift**

#### **Start up:**

1. Team mom counts the bills in the register and note on the Concession Stand Game Report - will normally be \$80.
2. Parent on duty cleans and stock the bathrooms with toilet paper, paper towels, and hand soap, as needed. This will ensure that the bathrooms are getting cleaned at each game.
3. Two parents on concession duty: if you are the first game of the day:
  - a. Open windows;
  - b. Plug in grill and turn on 350 degrees;
  - c. Plug in fryer and turn both sides on 350 degrees;
  - d. Turn on exhaust fan;
  - e. Plug in and turn on Keurig Coffee Maker, fill water reservoir;
  - f. Set out napkins, condiments, and assorted candy bars, seeds, etc. in window.

#### **During shift:**

1. Parent on duty:
  - a. Help ensure foul balls get returned to the field.
  - b. At beginning of 3<sup>rd</sup> inning, sell 50/50 tickets:
    - i. 1 for \$1, 3 for \$2, arms length for \$5;
    - ii. Tickets and bucket are in the concession stand;
    - iii. Have umpire draw winning ticket between innings;
    - iv. Either give ticket to scorekeeper or walk around and announce;
    - v. Count and split money (50/50) and give to concession parent;
    - vi. If there's no winner, the full pot goes to the league.
    - vii. Document amount collected and paid to winner on Concession Stand Game Report
2. Parents in concession stand:
  - a. Cook to order;
  - b. See Food Preparation Document;
  - c. Registers contain money and individual orders can be added up (\$2 Gatorade and \$1 Water will show up as \$3), but there is no running total over the night, so don't worry about incorrect entries;
  - d. Restock the coolers;
  - e. Follow State and County Department of Health standards (gloves when cooking, replace gloves if touch money or raw food, beef cooked properly, etc.).

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### End of game:

1. Parent on Duty:
  - f. Near end of game, check garbage cans – if more than halfway full, or if your game is the last game of the day, replace
    - i. Rogowicz: garbage goes in garage across the road;
    - ii. Kuhn: dumpster is behind the building.
2. Parents in concession stand, if last game of day:
  - a. Turn off grill (end of 5<sup>th</sup> inning), unplug, clean, cover with foil;
  - b. Turn off fryer, unplug, clean baskets, cover with foil;
  - c. Keurig Coffee Maker: empty water and unplug;
  - d. Condiments and rolls go in coolers;
  - e. All candy goes in cooler;
  - f. Restock coolers;
  - g. Sweep floors;
  - h. Wipe down counters and sinks;
  - i. Wash utensils and dishes used;
  - j. Empty garbage cans inside stand;
  - k. Close and lock windows;
  - l. Let team mom know of items that need to be ordered.
3. Team mom:
  - a. Pay umpires and scorekeeper
    - i. THIS CANNOT BE DELEGATED;
    - ii. Money should be in envelopes in top drawer by tall cooler (Rogowicz) or top drawer in island (Kuhn);
    - iii. Get Umpires signatures that they were paid;
    - iv. Document payment in the Concession Stand Game Report;
  - b. Count money, leaving \$80 in bills in the stand - Fill out Concession Stand Game Report;
  - c. Money in excess of \$80 should be documented in the Concession Stand Game Report;
  - d. Money and Report go in a yellow envelope and placed into the B box in the stand (in Kuhn it's in the back room);
  - e. When there is a game after yours, the money still needs to be compiled, documented, and put in the envelope after each game.
  - f. Text Ken McKenna at (518) 221-7027 regarding any stocking ordering that's needed or any issues.
4. Note that all duty shifts start ½ hour before the game. The weekend game schedule is made such that duty shifts end ½ hour before the next game starts. For example, if there are games scheduled for 9:00, 12:00, and 3:00, the 9:00 game shift starts at 8:30 and ends at 11:30 (the time the next team's parents arrive).
5. Nobody under age 16 is allowed in the stand. You must be age 18 to work the grill and fryer.

# Food Preparation

## French Fries

- Use fry boat to measure amount of fries (don't use this same boat for cooked fries);
- Cooked until golden brown, about 3 minutes;
- If too many were cooked, store them under the warmer (Rogowicz only).

## Mozzarella Sticks

- 5 per order;
- Cook in fryer until you just see the cheese coming out, about 5 minutes;
- Serve with marinara sauce (or Melba, if available).

## Popcorn Chicken

- 5 per order (or more if there are small pieces – size of pieces can vary);
- Cook in fryer until they float and are golden brown.

## Burgers

- Cook both sides until 158 degrees (check with meat thermometer).

## Freeze Pops

- Large ones are for selling;
- Small ones are for fowl balls (if out of large ones, can be sold for 25 cents).

## Keurig Coffee Maker

- Should be plugged in and on at beginning of shift (to ensure water is hot);
- Remove previously used K-cup;
- Fill the water reservoir;
- Put a K-cup in the holder;
- Press Brew.