



## *Holy Spirit Parish* Ministry Guidelines

### Channel One

Please pick up Channel One donations from the Narthex of the church after the 10:00 am Mass on Sunday or any other day of the following week, with Thursday afternoon being the latest possible time. Feel free to call the church office in advance to double check to make sure there are donations to be picked up.

Deliver to Channel One at: 131 35<sup>th</sup> St. SE (287-2350)

Directions:

From Holy Spirit, follow 55<sup>th</sup> street to Hwy. 52

Go south on Hwy. 52

Exit at Hwy. 63S

Go left at Wood Lake Drive (this is the intersection in front of Fleet Farm).

Go right on 35<sup>th</sup> Street

Channel One is the 2<sup>nd</sup> building on the left.

Deliver at the door next to the loading dock. Enter and place food on the large scale. Record our name and the weight of our donation in the register provided. (Instructions are posted at the door.)

Channel One hours are M-Th 8:00am – 6:00pm. (When the food shelf is closed, the loading dock door is the only place you may enter the building. Ring the bell if it is locked prior to 3:30.)

Please email or leave a voice mail for Lisa Jessen at Holy Spirit (280-0638) with the amount (weight) of our donation and any specific needs Channel One may have requested. Lisa publishes this information in the bulletin.

**If you are unavailable for your scheduled week, please request a sub through the ONLINE WEB TERMINAL.**

Contact Lisa Jessen [ljessen@holyspiritrochester.org](mailto:ljessen@holyspiritrochester.org) or Roxane Kadrlik Chlachula [rchlachula@hspiritmn.org](mailto:rchlachula@hspiritmn.org) or the parish office at 280-0638 with any questions.

**Thank you for volunteering!**