

Coffee ☐☐

Types of coffee / how best to make it / volumes by day

Daily Shift

- Serve fresh cold brew (starting at 8-10am, through lunch at least)
 - Carefully remove filter bag. Allow it to drip remaining cold brew concentrate into brewing dispenser (the good stuff!).
 - Dispose of grounds in composting bin. Can consider reusing bag or trashing
 - Brewing makes **concentrate** that should be diluted 1:1 before serving with water
 - Add an aggressive amount of **ice** to the **servicing** dispenser. Add freshly brewed **concentrate** to the serving dispenser. Stir vigorously to get cold brew down to ice cold temperature.
 - Taste test. If the concentrate taste is too strong, dilute with additional water.
 - Serve coffee and accompanying milks.
 - Refill coffee as needed throughout the morning/day.
- Start brew for next day's cold brew **concentrate** (before or around 12pm)
 - Add filter to brewing dispenser, and tuck filter edges around edge of dispenser
 - Add **one 2 lb bag** of coffee grounds into filter bag
 - Add **9.1 L of water** (using fill line)
 - Lightly agitate grounds to ensure water permeates coffee
 - Add lid
 - Mark date and time on side of container, brew for ~18 hours



Brewing dispenser



Brewing filter

 Fit large filter 5 gallon buckets
and other 5 gallon coffee sock commercial systems



Filter on dispenser

- Coffee

- **Ten (10)** boxes of [shelf-stable UHT oat milk](#). - 6/32 oz packs (1.5 gallons each pack)
(TODO: place costco order)
 - 1 box a day, seems reasonable
 - On the shopping list
 - Order 12 2 lb bags of coffee (preground) (TODO: confirm sourcing)
 - 10 for cold brew
 - 2 for hot coffee
 - Filter bags (disposable, but technically reusable) and dispensers are from last year
(TODO: Confirm how many we have left, there should be plenty)
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