

Various Ways to Make Coffee

BUNN machine:

There should be 2 pitchers of water already in the Bunn coffee maker (sitting next to post).

1. Turn the Bunn coffee maker on for 20 minutes to heat the water in the reservoir.
2. Put $\frac{3}{4}$ cup drip coffee in the filter (not percolator grind) and put filter back on the Bunn.
3. Put one of the silver air pots in place.
 - a. We have 2 regular coffee air pots and 1 decaf coffee air pot. The decaf one is labeled.
 - b. The air pots are located in the top cupboard above the Bunn machine.
 - c. Sometimes, one or both of the air pots are located in the upstairs kitchen (either on the counter or in the cabinet).
4. Add 1 pitcher of water from the plastic pitcher that is on the machine. Fill the pitcher to the black FILL line that is written on the pot. This will cause the water in the reservoir to drip directly into the air pot. Each air pot holds 2 cycles of water.
5. Replace the coffee and filter in between each cycle.

Percolator Coffeepots:

There are 3 types of percolator coffeepots available:

- 50 cups - use 2.5 cups of coffee
- 80 cups – use 4 cups of coffee
- 100 cups – use 5 cups of coffee
- *Please note, there is a 30 cup coffee maker but it should be used for hot water only (tea, instant cider, hot chocolate, etc.)*

Place coffee grounds in the top basket, fill up the pot with the desired amount of water, and let percolate. The coffee takes about 45 minutes to steep so be sure to start it in plenty of time. The front of the pot has a clear tube that lets one see when the coffee is ready.

Counter Top Coffee Maker (12 cup):

- This is kept in the top cupboard above the refrigerator.
- Use 1 Tbl. coffee for each cup needed