What’s outside your barn?

Choose an event  _______________________________________________

Is the idea realistic?
☐ Does it match the mission and goals of the library?
☐ Size/scale to fit your resources
☐ Is the timing a good fit?
☐ Is the cost within reach?
☐ Proximity for convenience
☐ Repeating event?

Make it happen!
☐ Create enthusiasm with other libraries, community organizations, and/or your staff
☐ Develop a time line with firm deadlines
☐ Define roles and responsibilities
☐ Secure funds needed

Crow about it!
☐ Internal—staff, board, other libraries/librarians
☐ External—public through media, web, other delivery tools
☐ Brand with library logo or group identification
☐ Consider carrying theme into other library activities or materials