30 Ways to Make Your Small Library Extraordinary

AVERAGE BY DEFINITION IS SOMETHING LESS THAN EXTRAORDINARY.
BE AWESOME

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Wausau, WI
What does it mean to have an extraordinary library?
#1: YOU Define Extraordinary
“Extraordinary accomplishments are only achieved when we are able to overcome extraordinary challenges.”

- O.J. Brigance
Overcoming Challenges
#2: “If Only We Had ____”
#3: Celebrate the things you DO Have
#4: Instead of doing ALL THE THINGS mediocre, Do Most Things Very Well
#5: Hire & Train “B” Players

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<th>Subject</th>
<th>1st Quarter</th>
<th>2nd Quarter</th>
<th>1st Semester</th>
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*This is the only mark on present transcript form.

Teacher's Comments: Best student in class.
30 Ways To Extraordinary

- Defining Extraordinary
- Overcoming Challenges
- Positive Work Culture
- Environment
- Tech Tools
- Self Care
- Wrap Up
Slides
Email: jmatczak@wvls.org
Subject: ARSL Slides
Positive Work Culture
You can only accomplish extraordinary things by involving excellent people who can do things that you cannot.

James Carville
#6: You Might Not Like All Your Co-Workers, and
#7: Treat **Everyone** with Kindness

**NO ACT OF KINDNESS,**

no matter how small,

is ever wasted.

Aesop
#8: Pick Your Battles
#9: “What is something good?”
#10: Say Hi (right away) and Bye

Hello!
#11: “WDYDOTW?” on Monday Mornings and/or Feedback Friday
#12: Spend Time with a Colleague
Care to Share?
Environment
Extraordinary claims require extraordinary evidence.

~Carl Sagan
#13: Entrance

- Safe
- Clean
- Cared For
#14: Signage

- Consistent
- Out of Order (When Will it Be in Order?)
- Neat (not Handwritten)
- Language
- Exclamation Points
#15: Service Desk

- Clean vs. Cluttered
- Smiling vs. Not Smiling
- Top of Head vs. Face
#16: Scent
#16: Scent
“Think of your library’s stacks as if they were retail store shelves. **Jam-packed merchandise makes a store appear to be poorly kept up (and maybe not even clean).** It gives the feeling that there’s not enough staffers, or that they don’t care enough to keep things nice. And it doesn’t encourage people to stay longer and shop more.”

- Kathy Dempsey, Marketing Maven
#18: Appearance
Care to Share?
Tech Tools
An extraordinary life is all about daily, continuous improvements in the areas that matter most.

Robin Sharma
annehamland 10:04 AM
I'm thinking of scheduling the fall website co-work day at neillsville on October 16, 17, or 18th. do you have a preference?

Jamie 10:05 AM
Webinar on the 17th, so I would just avoid that.

10:06 AM
Also, can you write up a description of the events for the Youth Workshop. It would be good to get that online by Sept. 1, or so. You did a fun flyer for STEAM in Youth Services. Possible? Headshots of Linda and the other gentleman would be nice, too!

annehamland 10:07 AM
I have a draft of a flyer but I think head shots would be nice! I'll get
#20: Trello
#21: Screen-cast-o-matic

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Sehr geehrte Damen und Herren,

wir freuen uns, dass Sie sich die Zeit nehmen, das neue LG G8X ampräfekt zu testen. Um Ihnen eine frühzeitige Vorstellung noch vor dem offiziellen Marktdatum zu erlauben, haben wir Ihnen daher ein Warenprobe überliefert, der Hardware entsprechend bereits dem Verkaufsdatum. Die Software ist allerdings noch nicht auf dem endgültigen Stand und kann stellenweise fehlerhaft sein.

Bitte setzen Sie sich bei Unzulänglichkeiten oder Fragen beim Testen mit uns in Verbindung. Wir werden dann mit Ihnen arbeiten, ob es sich um einen Software-Fehler handelt und wie dieser behoben werden kann.

Gerne möchten wir Sie auch auf dieses Schreiben, welche einige der wichtigsten Funktionen des LG G8X enthält. Es handelt sich um die folgenden Funktionen:

- Gerät Modus
- Bildkamera
- Text Link
- Capture all
- Optionen
- Erinnerung
- Standby
- Starten
- Wählen
- Erinneren
- Öffnen

Die Links zu diesen Videos finden Sie auf dem Gerät.

Bei Fragen, Problemen oder Bedarf an weiteren Informationen wenden Sie sich bitte jederzeit direkt an LG One: Martin Bremen, 089 / 800980 – 11, martin.bremen@lg-one.com

Hartliche Grüße,

Martin Brenk
LG-One
Care to Share?
Self Care
Something extraordinary happens when you dramatically increase the focus, drive, and intention you bring to your life, work and relationships.

Brendon Burchard
Work-Life Balance Quiz

Balancing work and life is an on-going challenge. Your goals and struggles are constantly changing, so your approach to juggling it all needs to be just as dynamic. Innovative thinking and vision has helped you succeed—let your drive and creativity positively impact your personal life as well. Our health can suffer from stress, being overwhelmed and not taking care of ourselves. How is your work-life balance?

Directions: Answer true or false to each statement below.

Let’s Take It!

Work-Life Balance Quiz

✓ TRUE
Work-Life Balance Quiz

If you scored:

0-2  Your life is in pretty good balance; keep doing what you are doing!

3-5  Your work/life balance is teetering on the edge; now is the time to make changes before the problems overwhelm you.

5+   Your life is out of balance; take action to make changes in your work and your life.
#25: Take Vacation
#25: Take Vacation - and to help you book that trip....

Kayak

Hopper
The Marshmallow Test
#27: Consider Your Mental Energy
#28: Take Social Media Breaks

➢ ‘Work Mode’ for Chrome
➢ Lifehacker
#29: Work Off-Site
#30: Consolidate/Turn Off Communication
#30: Consolidate/Turn Off Communication
Care to Share?
Wrap Up
30 Ways To Extraordinary

- Defining Extraordinary
- Overcoming Challenges
- Positive Work Culture
- Environment
- Tech Tools
- Self Care
Bonus, #31:
It’s Great to Collaborate,
It’s Just as Great to Innovate.
What does it mean to have an extraordinary library?
What are two things that you can do TODAY?
People do not decide to become extraordinary. They decide to accomplish extraordinary things.

*Edmund Hillary*
Thank You

Want my slides? Email jmatczak@wvls.org
Subject: ARSL Slides