

# DIVISION of LIBRARY and INFORMATION SERVICES





#### Welcome!

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## Agenda

9:00 Welcome and Networking

9:30 **2017** Theme

9:45 Brainstorming

10:25 Break

10:40 Create a Program

11:25 Be the Audience

12:10 Lunch

## Agenda

1:10 Low Cost/Low Time

1:55 Nuts and Bolts

2:45 Be the Audience

**3:15** Break

3:30 Build Your Calendar

4:00 Reading Wall

4:20 Wrap-Up

## Networking

- Find the envelope in your packet
- Open it
- Ask each person in the room that question
- Keep track of your answers you'll need them in a few minutes
- GO!

- Construction/Building
- Making Things
- Community Involvement
- Random Acts of Kindness
- Environmental Awareness

- Brainstorm program ideas
  - Anything and everything!
  - No criticism
  - Build on previous ideas
- Forced ranking
  - Two rounds to narrow choices
  - Five votes each round
  - Will create programs from the top 5 of the second round

### **Create a Program**

- Form groups by program idea
- Use blank program form in your folder
- Need to have a final copy that can be shared with others
- Think about which age groups it will appeal to (new adults, millennials, Gen Xers, boomers, etc.)



## Low Cost/Low Time

- Groups of 3-4
- Try to work with people you don't know
- Use blank program form in your folder
- Need to have a final copy that can be shared with others
- Think about which age groups it will appeal to (new adults, millennials, Gen Xers, boomers, etc.)

## **Nuts and Bolts**

- Marketing Ideas
- Social Media Promotion
- Prizes
- Integrating With Youth Program
- Stats



- Build your calendar
- Use the blank calendars in your folder
- If possible, work with colleagues
- Plan out your program
  - Starting date
  - Scheduling programs
  - Scheduling prize drawings
  - Ending date



- Passive programming
- Low-risk engagement for customers
- Activity: Another Brick in the Wall

- What did I miss?
- What did you learn?
- What did you enjoy?
- What should I do differently?
- Final questions?

**THANK YOU!** 



Rick Scott, Governor
Ken Detzner, Secretary of State
Florida Department of State
Division of Library and Information Services

This presentation has been funded under the provisions of the Library Services and Technology Act from the Institute of Museum and Library Services. Florida's LSTA program is administered by the Department of State's Division of Library and Information Services.