

**Friends of the Mt. Carroll Public Library  
Centennial Plan (9/5/07)**

Ideas & Activities List

1. Have several events and schedule them over a period of time.
2. Collect information from other libraries who have done this.
3. Have an open house to show off the redecorating.
4. Have an open house tied to a major community event.
5. Have an open house that attracts youth and solicits input.
6. Obtain a City Resolution regarding the Centennial.
7. Publish an "Article of the Month" during that year (include pictures).
8. Hold a rededication ceremony with invited dignitaries.
9. Publish a brochure describing the entire Centennial year.
10. Develop a tag line and logo for the Centennial.
11. Hold a contest (adult scavenger hunt running over several months) to find: date the Library opened; best early photographs; earliest memories of the Library etc.
12. Tie in all of the above with our new web site.
13. Produce a commemorative booklet.

By year-end 2007

2. Continue to collect information about other library centennials. **Joan**
6. Obtain a City Resolution regarding the Centennial. **John or Board**
7. Prepare the first "Article of the Month" outlining the events planned for the Centennial. **Lou**
8. Invite dignitaries for the rededication ceremony. **John or Board**
9. Create a Centennial brochure/flyer, including planned activities and promotions. **Lou, John**
10. Develop a tag line and logo. **Claudia, Lou**
11. Plan the adult scavenger hunt. **Laura, Karen K, Wendy**

Ongoing / Unscheduled and Other Notes

12. Promote all activities and events on our website.
7. Each month's Article should include current and upcoming activities and events and reminders about the Centennial. Each month, tie in all activities and our Article with the newspaper and website.

**September 2007**

**October 2007**

11. Start adult scavenger hunt.  
**Laura, Karen K, Wendy**

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**November 2007**

11. Continue adult scavenger hunt.

**December 2007**

11. Continue adult scavenger hunt.  
Begin Quilt Raffle. **Karen D, Nancy**

**January 2008**

7. Publish first Article of the Month.
9. Have Centennial brochure ready for distribution. **Lou, John**
11. Continue adult scavenger hunt.

**February 2008**

7. Publish Article of the Month.
11. Continue adult scavenger hunt.  
Hold Hearts & Arts event **Wendy**

**March 2008**

7. Publish Article of the Month.
11. Continue adult scavenger hunt.

**April 2008**

4. Participate in Rummage Through Mt. Carroll  
– hold book sale. **need team**
7. Publish Article of the Month.
8. Confirm with dignitaries for their participation in rededication ceremony in August.
9. Distribute flyers and brochures at book sale.
11. Continue adult scavenger hunt.

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**May 2008**

4. Participate in Mayfest. **need team**
5. Hold a poster contest prior to Mayfest with all entries being showcased at our booth during Mayfest.  
*Establish categories and prizes; save entries for display in Library at Rededication Ceremony*
7. Publish Article of the Month.
9. Distribute flyers and brochures at Mayfest booth.
11. Conclude adult scavenger hunt.

**June 2008**

7. Publish Article of the Month.

**July 2008**

4. Participate in Garden Walk. **need team**  
Have a display inside the library of gardening books; sell refreshments; display posters.
4. Participate in Christmas in July. **need team**  
Do in conjunction with Timberlake Playhouse & Resort. Have open house; refreshments; Christmas stories for children.
7. Publish Article of the Month.
9. Distribute flyers and brochures (both events).

**August 2008**

3. Hold open house to show off redecorating.
  7. Publish Article of the Month just before.
  8. REDEDICATION CEREMONY \*
- e-mail reminder to everyone we have in our database at that time; phone campaign by all Friends and library personnel including the board; display flyers, brochures and posters.*

Announce winner of Quilt Raffle

**\* do as Committee of Whole**

**September 2008**

7. Publish final Article of the Month.
13. Publish Commemorative Booklet. **need team**

Sponsor a Quilt Show. **Karen D**

**October 2008**

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