DRAFT Forming a Community Action Team

A representative Community Action Team is key to the success of the Library Innovation Studios process. The Community Action Team role is to engage their community to plan, implement, and sustain the Library Innovation Studio. The Community Action Team should be prepared to garner input, build consensus, and get buy-in from local partners for support and sustainability. Identifying those in your community who are interested in serving on the Community Action Team to move the process forward is essential.

Extension and library staff should consider the following in identifying the Community Action Team:

- Identify community stakeholders who are interested in helping the community grow and engaging a wide variety of organizations. Representatives may include (but not limited to):
  - Economic Development/Chamber
  - Business owners and leaders
  - Entrepreneurship groups
  - Schools/Higher Education
  - 4-H
  - Local government
  - Community organizations
  - Arts and Humanities
  - Social services
  - Youth
  - Faith-based
  - Community leaders
  - Representatives of target audiences
  - Library staff and board members
  - Regional library system directors
  - Library Friends and Foundations
  - Others
- Identify those who will best help make this a success in your community
- Include champions in the mix
  - Champions are those encouraging the process to begin. For the community process to work, more individuals need to be involved than a champion(s) or there will be difficulty in getting buy-in.

Expectations for the Community Action Team:

- Provide guidance to the local Library Innovation Studio efforts.
• Support and attend Library Innovation Studios activities (Open House, Maker Showcase, etc.).
• Market and promote the Library Innovation Studio.
• Encourage participation in the Library Innovation Studio— an inclusive open process to communicate to the public, encouraging everyone to participate.
• Identify target audiences for specific communication efforts.
• Identify Open House/Maker Showcase dates and times that work best for the community at large.
• Suggest and identify trainers (see Forming a Training Team Template).
• Provide feedback.
• Determine what is needed for the effort to be successful in this community.
• Explore sustainability for local permanent Makerspace.

Extension and library staff can brainstorm to begin identifying the Community Action Team:

<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
<th>Contact Info</th>
<th>Who will contact?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>