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Fall Book Sale! October 26 - 28.




# FALL BOOK sale

*books, movies, music and more!*

## Centerville Library

<p>Thursday, October 26* 5 - 9 PM</p> <p>Friday, October 27 10 AM - 9 PM</p>	<p>Saturday, October 28 10 AM - 5 PM</p> <p>Fill a shopping bag with books for \$5, all day!</p> <p><i>*Members Only Sale. Memberships can be purchased at the door to obtain entry into the sale. Cash &amp; checks only</i></p>
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City BBQ Takeover  
October 30  
10:30 AM - 10 PM



Redeem this coupon for one free book at the booksale  
*\*excludes Better books & Collectibles  
expires 10/28/17*



Centerville Library  
111 W. Spring Valley Rd.  
Centerville, OH 45458  
(937) 433-8091

Woodbourne @ Cross Pointe  
101 E. Alex Bell Rd.  
Suite 118  
Centerville, OH 45459  
(937) 433-8091



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If you are having trouble unsubscribing from this email, please contact:  
Washington Centerville Public Library at 937-433-8091, 111 W. Spring Valley Rd. Centerville, Ohio 45458  
[readersadv@wcpl.lib.oh.us](mailto:readersadv@wcpl.lib.oh.us)

October 2017



## We succeed when you succeed

We strive to provide small businesses with information, resources and assistance to make it a little easier to reach your goals.

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### Upcoming Events

#### Record Keeping for Small Business

October 31 @ Preble County

Come learn the ways businesses keep vital records of their activities and track their day-to-day transactions in traditional accounting. The Recordkeeping for Small Business workshop provides an overview of record keeping and is designed to help participants understand how record keeping can benefit their small businesses. [Learn more and register](#)

#### Market Research that Won't Break the Bank

November 1

Come join Ann Riegler Crichton, the Library's Business Specialist, who will demonstrate how you can : Identify potential customers in the B2B and B2C arena; Find information on consumer demographics; Access reliable information on market size and critical trends; Identify and research your competition; Mine business publications for valuable information; Analyze potential business locations and more. You will take away tips to help formulate a clear description of the opportunity for your business.

[Learn more and register](#)



#### Google for your Business

November 28

Join us and the folks from Google to learn tips for **Measuring Online Success** AND **How to Make Your Site Stand Out on Mobile Devices** . Google is sending an expert to present these two topics so make sure you attend to take advantage of their expertise! [Learn more and register](#)

## Lean Six Sigma for Small Business

December 4

In this interactive workshop, Lean Six Sigma expert Jeff Cole opens up the vault to share his best tips for small business process improvement. Six Sigma was created by Motorola in 1986 and is designed to improve business results through more efficient and effective processes. Jeff is Motorola's lead instructor and cuts to the chase, giving you techniques you can apply immediately improve your business. [Learn more and register](#)



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## Data Breaches and Online Security

Here are a couple of resources for small businesses to help evaluate and identify areas that can make your business vulnerable to data breaches:

[Asset Business Computing](#) Employee Security Training available for a limited time at no cost. [Learn more](#)

Michigan SBDC "Small Business Big Threat" online assessment and tips. [Learn more](#)

National Cyber Security Alliance [CyberSecure My Business](#)

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## Procedures to Prevent Problems



Adrienne Heard, SBDC Consultant, offers the following words of advice to prevent problems in your business:

### Employees are your greatest investment\*

Value and maintain your employees just as you would an expensive piece of equipment.

- **Invest wisely.** Hire the right person for the right job.
- **Use properly.** Follow job procedures, descriptions and employee handbook.
- **Maintain properly.** Maintain good working conditions and equipment.
- **Upgrade** to remain current in the industry. Provide ongoing training.

\* p. 113 "Quick and Smart Entrepreneurs Handbook" by Adrienne Heard, c. 2002.

# Business FOCUS

Highlights of News & Events at Your  
Dayton Metro Library



DAYTON  
METRO  
LIBRARY



## New Main Library Offers Space for BUSINESS USE

Dayton's business community has a wonderful new resource for meeting and event spaces. The new Main Library in downtown Dayton changes the definition of how libraries serve the corporate and professional world with innovation and a new, state-of-the-art facility.

**Community Rooms** equipped with interactive whiteboard and projector technology, speakers, laptops and worktables are ideal for innovation and creativity. Their flexibility makes them functional for entrepreneurship, start-ups, nonprofit collaborations and grass roots community efforts.

Community Room 2A Capacity 49

Community Room 2B Capacity 81

Combined Community Rooms 2A + 2B Capacity 162

**The Eichelberger Forum** and **The Bassani Theater Off Third** provide new downtown venues for lectures, musical performances, film screenings, exhibits and other arts and cultural events. Both spaces feature professional lighting and sound systems along with other amenities.

The Eichelberger Forum Capacity 299

The Bassani Theater Off Third Capacity 162

PLUS, there are:

- Four **Group Study Rooms** Capacity 6-8
- Five **Quads** Capacity 4
- Three **Conference Rooms** Capacity 10-18

All include monitors and whiteboards. The smaller rooms are the perfect size to serve as office space away from home for those who normally work at home.

Patrons who need to a laptop can swipe their library card at a **Laptop Dispenser** and borrow a laptop for use anywhere in the building - in a meeting room, the Quiet Reading Room, or a comfy chair by the window. There are two **Technology Labs**, with desktop and laptop computers, for efficient, hands-on group training sessions.

Smaller rooms that accommodate fewer than 20 people can be reserved by calling 937-463-2665 or by visiting any Ask Me Desk in the library system. Rental agreements for rooms with a larger capacity are handled by Kim Dellinger who can be reached at 937-496-8519 or by emailing [kdellinger@daytonmetrolibrary.org](mailto:kdellinger@daytonmetrolibrary.org).



## Workspace Rescue with Lori Firsdon

How much time do you - or your employees - waste trying to find missing files or paperwork? Does your office say "confident and professional" or "cluttered and chaotic"? If it's time to overhaul your workspace, join professional organizer Lori Firsdon on Nov 14 for **Workspace Rescue!** Firsdon, of Forte Organizers, will help you turn your office space into a productive oasis instead of a stressful, clutter-strewn mess. You'll learn to reclaim your space and utilize your newly functional office. Most importantly, you'll learn strategies to keep your office organized and well-tuned. Registration opens at 11:30, Lori's session runs from 12 to 1:30 p.m. in Community Room 2B at the [Main Library](#). Bring your own lunch, dessert will be provided. [Registration](#) is encouraged.

More details available [here](#).

*"Stop waiting for the 'perfect time' to get organized. Take this moment and make some progress." ~ Heidi Leonard*

## Deadline approaching!

The deadline to apply to be considered for the city of Dayton Accelerate Dayton business support program is fast approaching. All applications must be received by Monday, Nov 13 at 3 p.m. Applications and more information available [here](#).



## Next Insights for Women in Business is November 3

One popular path to owning your own business is to buy a successful existing business, as a sole owner or as a partner. Judy Brinegar, President and CEO of B63 Line, knows all about this process. She'll share lessons learned and advice with female entrepreneurs and small business owners at the upcoming ***Insights for Women in Business*** breakfast on **Friday, November 3** at the [Miamisburg Branch Library](#). She'll also discuss the process and importance of becoming WBE-certified. [Registration and full details](#).

## Upcoming programs and events:

### **SCORE Small Business Counseling**

SCORE volunteer mentors are available to help with your small business questions and concerns during free appointments.

**Friday, Nov 3**, 10 a.m.-1 p.m. [Main Library](#)

**Monday, Nov 13** 10 a.m. to 1 p.m. [Kettering-Moraine](#)

Call Ann Riegle-Crichton at 937-496-8631 to make an appointment.

### **Job Seekers**

**Thursday, Nov 2**, 9-11 a.m. Learn how to negotiate to get what you want when a job offer comes your way [Miami Township](#)

**Thursday, Nov 16**, 2-4 p.m. Explore library resources for Job Seekers [Northwest](#)

## Useful Links

- [Ohio Business Portal](#)
- [U.S. Small Business Administration](#)
- [Dayton SCORE](#)
- [The Entrepreneurs Center](#)
- [SBDC at Wright State University](#)
- [SBDC at The Entrepreneurs Center](#)
- [Panerians](#)
- [Ohio Means Jobs - Montgomery Co.](#)



[Chamber Events](#)



### Questions? Suggestions?

[Ann Riegler Crichton](#)  
Business Services Librarian  
Dayton Metro Library  
937.496.8631  
[DaytonMetroLibrary.org/Launch-Point](http://DaytonMetroLibrary.org/Launch-Point)



DAYTON  
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 **ASK ME**  
937.463.BOOK

One convenient number for  
all Dayton Metro Libraries

**Text a Librarian:**  
937.779.4491 or text the  
word *Dayton* to 66746







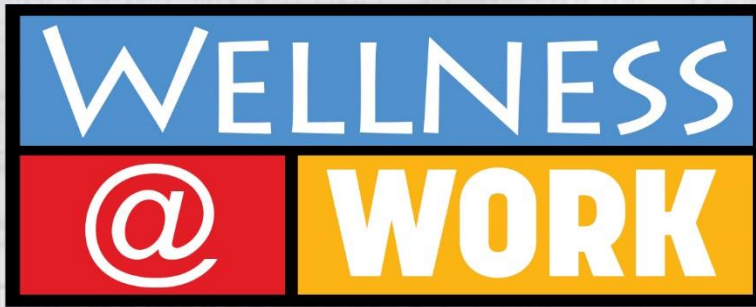
DAYTON METRO LIBRARY  
**Foundation**

Make a difference.

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**Friends**



**Technical Assistance Course**  
November 14<sup>th</sup> & 28<sup>th</sup>  
9:00a.m.-4:00p.m.  
Montgomery County ADAMHS

In an effort to address the safety and economic threat of drug abuse in the workplace, Montgomery County Alcohol, Drug Addiction, and Mental Health Services (ADAMHS) is launching the *Wellness at Work Initiative*. ADAMHS is seeking applications from local Montgomery County businesses to participate in a two-day Technical Assistance Course developed and led by Working Partners®.

This initiative empowers businesses to create systems that will prevent and respond to workplace substance abuse issues in a legally sound and meaningful way. **Up to five businesses will participate** in an intensive drug-free workplace management technical assistance course designed to help them implement or refine their drug-free operations, including the implementation of second-chance policies. Businesses will receive an operational roadmap to administer a Drug Free Work Place policy/program, systems to attract and keep quality employees, increased risk management and insulation against corporate liability, enhanced public relations, and savings in time and dollars.

Business leaders who are interested in applying for the course may complete an online application at - <https://form.jotform.us/72685768607170>

You will be notified by November 1<sup>st</sup> if your business has been chosen to participate. ***There is a \$50 course fee due by November 7<sup>th</sup>.***

**For questions, please contact** - Ashley Mack, Program Coordinator, at [amack@mcadamhs.org](mailto:amack@mcadamhs.org) or 937-443-0416 Ext.121





# Sustainability Luncheon & BRING YOUR GREEN Quarterly Awards!

Wed Nov 15, 2017  
11:30am - 1:00pm  
Top of the Market  
32 Webster Street  
Dayton, OH 45402



DRG is pleased to welcome the **US Green Building Council SW Ohio Region** as a Sustainability Luncheon host partner! This partnership will provide access to additional educational content and membership in a robust sustainability-focused organization.

1 GBCI /AIA Learning  
Unit -pending-

10 points for BYG  
Participants

#### Agenda:

**Keynote Presentation:** Changed climate, increased growth rate of pollen, worsened chronic respiratory diseases, along with increased energy demands is an intersection most Americans are not aware of! Join us as Dr Bob Brecha- Professor of Physics and Renewable and Clean Energy, and a contributor to WYSO and the Huffington Post, breaks it down.

**BYG Energy Training 101:** Our one and only Thomas Blurton gives tips, insights and insider information on the BYG Energy Tracking platform.

**SEA Awards:** USGBC Ohio announces 2018 Sustainability & Energy Awards.

#### ***Celebrate Bring Your Green 2.0 1ST Quarter Winners!***

-Participants can remain after the luncheon for a 30 minute special training session by the EPA, Region 5 Office on ENERGY STAR Portfolio Manager.

**Bring Your Green participants' registration is complimentary for 1 participant per company.**  
[RSVP here.](#)

All other attendees :  
**Sign up today! Early bird pricing ends Nov 13**  
[RSVP here](#)



Please fill out the following survey and distribute to those that you find appropriate. Thanks!

## Help us better map our startup community!

Entrepreneurs: Below is a link to a survey that will take 10-minutes of time that we know is very valuable to you. This survey will help The Entrepreneurs Center create a visual that shows the linkages between entrepreneurs and the people and organizations that have supported them on their journey.

[Take the Survey](#)

**Alex Nikolai | Project Coordinator**

Dayton Development Coalition | 900 Kettering Tower | Dayton, OH 45423

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**From:** Alex Nikolai

**Sent:** Tuesday, October 17, 2017 5:31 PM

**Cc:** Mitch Heaton; Sarah Custer

**Subject:** REMINDER - Governor's Cup and BR&Es

**Importance:** High

Dayton Region Partners –

The deadline for Governor's Cup submissions for this year is just over a month away – **November 21, 2017**. To be eligible for Governor's Cup, the project must be manufacturing, distribution, office, data centers, call centers, R&D projects and meet at least **ONE** of the following criteria:

- 1) Employees - 20 or more new jobs created;
- 2) Square footage - 20,000 or more of new or expanded facility space; and
- 3) Capital investment - \$1,000,000 or more (construction, land, building)

If JobsOhio was involved in the project, it is automatically submitted. Please see the attached document for more information regarding criteria or the process. The link to submit is below.

[Governor's Cup Input Link](#)

Also, please remember to submit BR&Es to Executive Pulse or me to make sure we hit our goal for the year. I appreciate all the help!

If you have any questions, please don't hesitate to contact me.

Thank you,  
Alex

**Alex Nikolai | Project Coordinator**

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