



Starting your own

Local Lemonhead Council

Getting Started

Getting your own Local Lemonhead Council (LLC) started is a great way for local entrepreneurs to help other entrepreneurs succeed. If you are the Founding Chairperson of your LLC, this kit will provide you with everything that you need to get started.

Below are the 5 steps to launch your own Local Lemonhead Council

The first step is to **identify and recruit local Lemonheads** to join your Council. Members are entrepreneurs and business leaders who are actively involved in your community and are interested in helping others succeed. We suggest starting with 11-13 members.

Once you have your roster of Council members established, the next step is to **get your LLC page added** to LemonHeadsRule.org – which is the online home of your Lemonhead Council. This makes it easy for the community to connect with you and provides you with the necessary online forms:

- a. Lemonhead Council Application (for presenting companies)
- b. Request a Lemonhead for speaking engagement at schools

Email your roster to setup@lemonheadsrule.org with names and LinkedIn profile (or title, organization)

Establish partnerships with your local small business resource centers. The Lemonhead Council is a great resource for them to direct businesses in need of advice and business Lemonade! Some examples of places to start include:

- c. Chamber of Commerce
- d. Small Business Development Center (SBDC)
- e. Department of Economic Development (Town, City, County)
- f. Local Small Business Administration
- g. Business Incubators
- h. Colleges and Universities

Announce the formation of your Local Lemonhead Council to local media to make the greater community aware of this new resource that is available. Review the press releases on the “Media and Events” page of the www.lemonheadsrule.org site for examples of how to get the word out in your area.

Schedule your first meeting and get started!

Local Lemonhead Council Framework

Purpose

The Local Lemonhead Council was formed to help local entrepreneurs start, grow, and succeed in their ventures. The Council is a volunteer group of highly experienced, successful entrepreneurs and business executives who are committed to making lemonade for their business, their community, and will share their experience with the presenting companies.

Presenting Company Selection

The local Small Business Development Center, Departments of Economic Development, Chamber of Commerce, and other business assistance organizations refer presenting companies to the LLC using the following process:

1. Complete online application on LemonheadsRule.org
2. Review and selection by the LLC Review Committee
3. Receive invitation to present at the bi-monthly meeting

Meeting Methodology and Protocols

LLC meetings are intended to be a constructive collaboration with members and the presenting co:

1. Each company gives a 20 minute presentation (no questions from the Panel during the presentation)
2. Each Council Member gives 60 second commentary - the commentary can be in any form desired (question, critique, comment, praise, etc) - Moderator will time and halt the individual at the end of the 60 second time period
3. Question & Answer Session - 15 to remainder of hour - Moderator will control discussion to keep it productive, focused, succinct and beneficial
4. Each advisor completes a Company Feedback Form
5. Each company will be given one-hour total of presentation and feedback

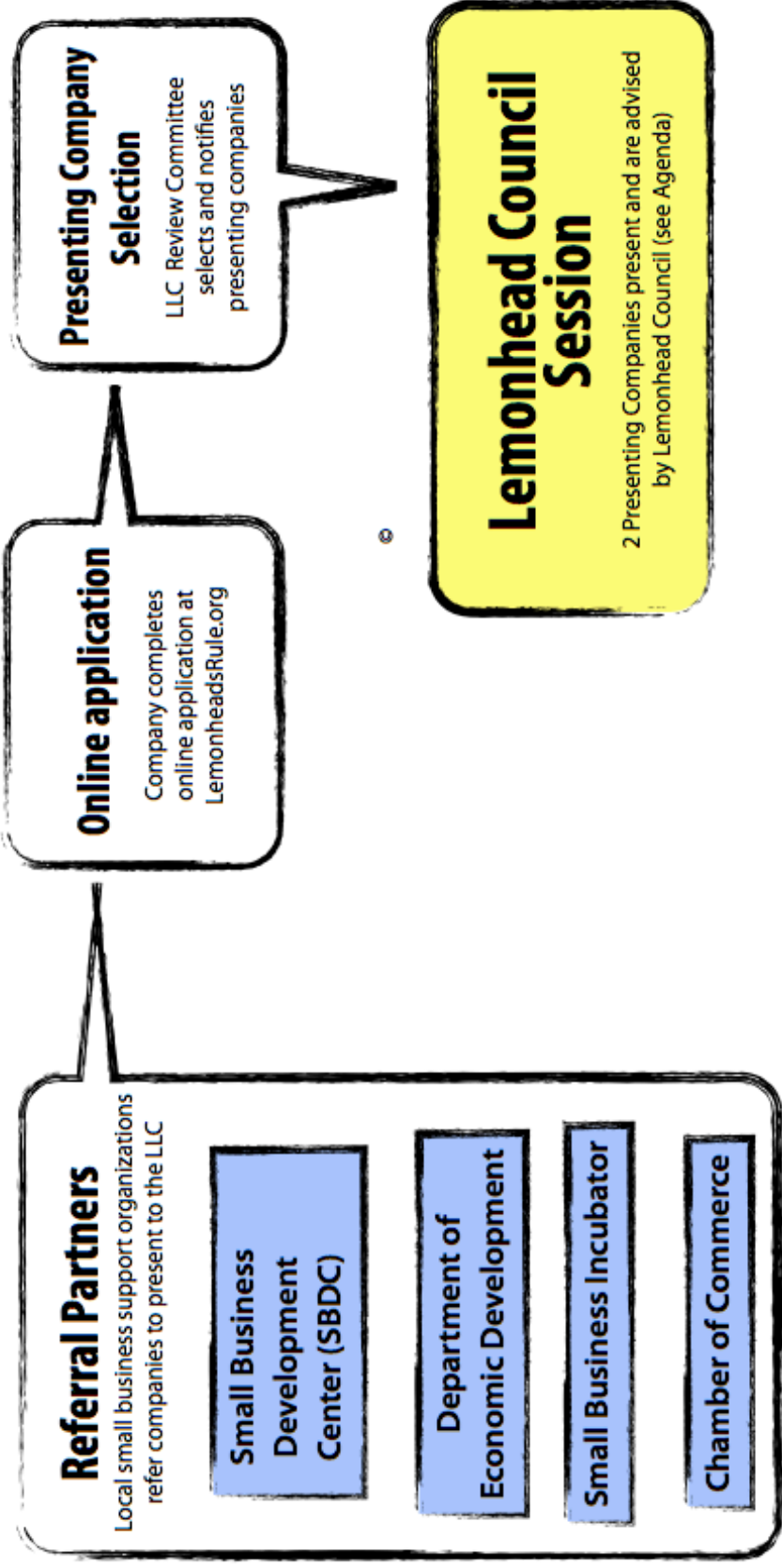
Standard Bi-Monthly Meeting Agenda

2:00 PM	Introductions; announcements; Company A setup
2:30-3:30	Company A presentation and session
3:30-3:45	Break; Company B setup
3:45-4:45	Company B presentation and session
4:45-5:00	Closing comments

Post-Meeting Feedback and Forum

Following the meeting Feedback forms will be collected by following the meeting, and distributed to the presenting entrepreneur by the LLC Chair.

PATHWAY TO THE LEMONHEAD COUNCIL™





Loudoun Lemonhead Council **Company Feedback Form**

Company Name:

Strengths

1.

2.

3.

Comments:

Weaknesses

1.

2.

3.

Comments:

Ideas, Suggestions, or any other Feedback:



SAMPLE Loudoun Lemonhead Council Agenda

April 12, 2011 Meeting

Mason Enterprise Center
202 Church Street SE
Leesburg, VA 20175

2:00 PM	Introductions; announcements
2:30-3:30	Loudoun360 Presentation
3:30-3:45	Break
3:45-4:45	CraftyStitches Presentation
4:45-5:00	Closing comments/Complete Feedback Forms

NEXT MEETING: June 14, 2012