**Organizer: You should read all of this and edit it to make it fit your own project and timeline before sending it out. Be sure to delete all the items highlighted in yellow before sending it out (including this message)!**

Hi Friends!

***Summary/Action Items:***

*1) Reply-all with your page idea by Friday, 10/17.*

*2) Update the Doodle [🡨 link the Doodle you have set up] with your availability by Friday, 10/17.*

*3) Make 14 copies of your page.*

*4) We'll swap/assemble them together at [insert location] in about 1-2 months.*

*--------------*

Thanks for the interest in making a quiet book together. Apparently these can sell on Etsy for up to $200, so we are not only having funnn (right, guys???) and providing something good for our children's growth, but we are saving money! What a major mommy-win :).

We are mostly going to follow the instructions at [www.cuppacocoa.com/how-to-make-a-quiet-book-with-a-group-of-friends](http://www.cuppacocoa.com/how-to-make-a-quiet-book-with-a-group-of-friends) for our books. You can find ideas, photos and more details there, which I will also outline below.

On a high level, I think we just need to be sure our pages are (1) somewhat uniform (same size/margins/sturdy pages), (2) have enough variety for learning, and (3) are done in a reasonable amount of time.

**Uniformity**

Let's do the following:

1. **Use Stiffened Felt as the base for each page.**It should be called "Stiffened Felt" on the UPC label. Do not use sticky-backed felt (can mess up sewing machines). Do not use floppy felt for the base (though floppy felt is fine for decorating).
2. **Make each page 9"x9".**This means that on a 9"x12" sheet of stiffened felt, we will cut off the bottom 3". Also leave a 1" margin on the left and right sides for binding, since we won't know whether your page will be a left- or right- page in the final book.
3. **Try to use nontoxic supplies** in case children put things into their mouths.
4. **Make 14 total copies of each page.**

**Choose your page!**

* **Themes/features:** It would be nice to have a variety of **themes**covered (weather, shapes, numbers, music, cars, food/kitchen, alphabet, bugs, flowers, etc.) as well as a variety of **features/fine motor skills**to practice (zippers, velcro, D-rings, buckles, tying shoelaces, buttons, games, snap buttons, flip open, weaving, braiding, etc.). I understand we all have varying crafting skills, so I'll leave it up to you to peruse blogs/Pinterest for ideas and pick something you want to do. Maybe you can do two pages, if you find cute-but-super easy ones (like the braiding one, where it's just 3 long ribbons attached to felt :)). Once you have decided, please reply-all with your theme and any features you'll incorporate.   
  *Examples:*

*JoEllen – rainbow colors with felt chain links / snaps  
Wendy – football and ballet with laces  
Jenny – balloons with buttons*

Feel free to include a link if there's a photo you've been inspired by. **Please reply-all with your concept by next Friday, 10/17.**

* **Optional:**Let me know if you'd like to be invited to the Pinterest board I set up for this [include this only if you have a Pinterest board set up for this].
* **Let's avoid:** bells (noisy), and small beads/buttons (choking hazard). [If your group doesn’t have babies that put things in their mouths, you might not need to include this item.]

**Due date and Assembly:**

Does two months seem like enough time? I want to beat the holiday busy-ness. Plus if you're traveling for the holidays, it will be nice to have this quiet book for plane and/or car rides! HERE IS THE DOODLE [🡨 link your Doodle] offering dates from November-December, so hopefully we'll find something that works for everyone. Please complete by 10/17. Once we find a date, we can all meet at [insert location], swap pages, and assemble our books! More info on that later. If you can't make it, just send your pages along beforehand and we'll help you swap/exchange and have your new pile of pages ready to give back to you. Should be fun :].

Excited to get crafting! :D

Sincerely,