

Creating Magical Moments

Kay's "To Do" List

Magical Moment	What To Do	Due Date	Completion Date
Create a colorful and joyful environment by keeping the salon clean and tastefully decorated			
	Develop a cleaning list for the salon and assign people to clean all of the different areas.		
	Make and display new decorations in the salon in January, April, August, and September.		
	Play music that is pleasing to our clients' ears by changing our music system to Pandora and selecting appropriate stations.		
Look our best in hair, make-up, and the way we dress every day			
	Schedule a staff makeover day in March to update everyone's make-up, hairstyle, and fashion.		
Treat each other and our customers in a positive way by always being cheerful			
	Get up early and develop a regular morning routine so that I don't feel rushed before heading to work.		
	Put yourself in a good mood by reminding yourself what you feel grateful for in your life.		
Smile!			
	Know that a smile is infectious.		
	Be the first to say "Hello" when someone approaches you.		
	Let our customers be the center of attention by asking them about their life versus talking about yourself. Also ask them what you can do to solve their problem(s).		
Display an Attitude of Gratitude			
	Appreciate everything and everyone around you.		
	Ask yourself throughout the day, "What is my gift and how can I give it away?" Take the next step and give your gift to someone who deserves it and will appreciate it.		
Create "Magical Moments" for people who need a helping hand			
	Participate in a fundraiser four times a year.		

	Ask my neighbor, who has a disability, if she needs a ride to her doctor's appointment.		
Give freely to everyone and give them more than they expect			
	Meet at least one friend for coffee every week.		
	Send at least one card to someone every week to let them know how much I value their friendship.		
Raise everyone's self-esteem by giving honest and uplifting praise			
	If I think someone looks well put-together, say "Your hair, outfit, etc., is very flattering today."		
	When presented with a new idea, say, "Your idea is very good," instead of "I have a better idea."		
Make every holiday a special day!			
	Call a friend or relative to wish him/her a happy day on holidays like Thanksgiving, Christmas, etc., instead of doing nothing.		
	Cheerfully decorate my house for Valentine's Day and hold a get-together to celebrate.		