

Little Free Library Steward

Mission

- **To promote literacy and the love of reading** by building free book exchanges worldwide.
- **To build a sense of community** as we share skills, creativity and wisdom across generations.

What Little Free Library Stewards Do

The primary role of a Steward is to care for a Little Free Library so that it becomes and continues a long life as a vital, engaging resource for the neighborhood or community. Stewards are the key local contacts for each Library—for users, donors, the Little Free Library movement and support system. It is not the Steward's responsibility to keep the Library full at all times. Instead, the goal is to welcome participation, create and maintain a friendly place in and around the Library, and encourage people of all ages and backgrounds to share responsibility for it. We encourage you, as a Steward, to:

- Stay up to date on Little Free Library activities, resources and initiatives. Be aware of opportunities to promote reading and literacy. Participate on behalf of your Library users whenever you can, or find others who will.
- Protect the integrity of the Library itself, its contents and the overall reputation of the Little Free Library movement.
- Make sure your Library is orderly, in good repair, fun and interesting. Communicate with your neighbors and other Library users to get advice and ideas. Stay in touch with other Stewards.
- Be available to speak with local media to help positively promote the exciting Little Free Library movement!
- Keep the Village informed about how things are going via email to graftonvillage@village.grafton.wi.us

Understandings and Assumptions

In a very real sense, Stewards are like the parents of their Libraries. If you built it, bought it, decorated it, use it or sponsored it, you treasure it.

We know from experience that the most successful Little Free Libraries have stewards who have actively engaged their neighbors and communities in nurturing and developing their library. It is also the most effective way to avoid any potentially negative acts toward the library – having many eyes and ears watching over the care of a special asset to the neighborhood.

Benefits

Stewards are key to the success of the Little Free Library concept. Without you, they are just a cute little structure! With your active enthusiasm and engagement, they can become a real asset to not only your neighborhood, but can also bring you new opportunities to connect with people that may share your interests (particularly your love of books), and can provide a fulfilling experience.

I, hereby, agree to serve as a Little Free Library steward in a manner consistent with the Little Free Library mission.

Name, Address

Date

Thanks for your interest in being a Little Free Library Steward!

By building a Little Free Library and proudly registering and displaying your numbered sign, you will be part of the growing system of libraries around the world. People from all backgrounds and walks of life are finding meaning and value in the Little Free Library philosophy “Take a Book – Return a Book”.

So what do you do now?

1. **Receive approval for a location.** Village-owned locations for Little Free Libraries in Grafton are approved by the Village’s Parks and Recreation Board. Village staff will take the lead in providing and installing a mounting post.
2. **Build your Little Free Library.** If you need design ideas, plans and/or tips, check out resources on the website at www.littlefreelibrary.org.
3. **Promote, nurture and love your Little Free Library!** Once your Little Free Library is open for business, take pictures and write up a brief story to share with us on your registration form. Make up a flyer to share the good news with your neighbors and community. Decide what kind of library you want to develop – focusing on special topics such as children’s literature, nature, history, or a general library of good quality adult and children’s fiction and non-fiction books.
4. **Register Your Little Free Library.** To officially and legally call it a Little Free Library, **get on the Little Free Library's Google Map** and take advantage of the benefits of being part of the network (media attention, access to new donated books, tips and resources and other support from LFL). Little Free Library wishes for you to complete the registration form at <http://www.littlefreelibrary.org/register.html>. There is a \$25 fee to register your library that helps Little Free Library pay for materials, processing, postage and provide you with ongoing support.

Happy building or purchasing and launching your Little Free Library! Contact us if you need assistance as well as coordinating the installation of your Little Free Library.