

Long-term park project: Little Library

Neighbourhood Associations or a group of neighbours may be interested in having a Little Library installed in their neighbourhood park. Little Libraries are small, weather-proof boxes attached to a post. The box is filled with books and residents are invited to take a book, leave a book. The purpose of the Little Library is to promote literacy and connect the community.

The city installs the provided structure in the park adjacent to a hard surface (i.e. sidewalk, public trail or existing concrete pad). A concrete patio stone is placed within the turf, flush with the ground, leading up to the box, as required.

Structure requirements

- A maximum of one Little Library is permitted per neighbourhood park in Waterloo.
- Purchase a kit from Little Libraries of Kitchener-Waterloo (www.llkw.ca) or build-your-own box ("shed" or "gable" box) following their dimension specifications.
- Paint and seal the box in a way that is not offensive. Attach a City of Waterloo sticker to the lower left corner of the plexiglass front panel (provided).
- Purchase and supply an 8-foot pressure-treated post (4'x4') and one to three plain concrete patio stones (minimum 18" or 450 mm square), depending on the placement in the park.

Individual Park Project Volunteer role:

Upon project approval, two project coordinators (from separate households) will be responsible for the following activities for a five-year renewable term:

- Purchase and deliver all materials including a little library box, hardware, post and concrete patio stones, including replacement costs (if desired) for materials that are damaged or removed.
- Repair vandalism, graffiti and/or damage immediately and notify the city if assistance is required.
- Regular upkeep of the little library, such as painting and replacing parts, to ensure safety and aesthetic appeal.
- Monitor to ensure only appropriate reading material is located within the structure (i.e. books that would be found in a public library) and remove any inappropriate material as soon as possible.
- Clear the snow with a shovel leading up to the Little Library if it is active during the winter.
- Consider registering your box locally on the [Little Libraries of KW map](#) and communicate your project through your Neighbourhood Association newsletter or social media, if applicable.

