

Book Bungalows

A digital map will be made with the location of all of the Book Bungalows. This map will be posted to Literacy for Life Foundation website www.litforlife.com and a link will be supplied to Our High River website, Town of High River and any other site that wishes to promote the Bungalows. They are not intended to replace our library and will build literacy, community and promote the High River Library.

Tips for running your “Book Bungalow”

1. Make sure the Book Bungalow is placed close to foot traffic.
2. Act as a steward: it’s not your responsibility to keep the library full at all times, but it is your responsibility to maintain your collection and to ensure the material in your library is appropriate.
3. Recycle early and often – It is up to you to decide what stays in and what goes. People will be generous but remember they also hate to throw out books so you may get ones that are not in good shape or should be thrown in the recycling.
4. People like pretty - Unless a book is by a very recognizable and a popular author, if it’s not pretty and in good shape, it will not be borrowed.
5. If the library has too many books, it will turn people off.
6. Expect books to come back from the dead. Leave room for books to be returned or for others to add to your collection. It’s a good idea to take some books out temporarily so it’s not too cluttered. People like pretty as mentioned earlier, so make sure your library has a good variety of books, but also that it has space to take on more.
7. Refresh early and often - You’ll get repeat customers to your library. People will walk by every couple of days to see what’s new. One suggestion is to take books out for a while and then put them back gradually and they will eventually disappear. If you freshen things up and switch books out regularly, not only will more books get taken, but people will use your library more because they know there’s always something new to find.

How to Acquire Books?

1. Buy books at the local thrift stores and garage sales.
2. Accept donations if someone approaches you.
3. For the libraries located at a schools use Scholastic Dollars earned from the book fairs. Teachers and students can organize book drives for the Bungalow.
4. Determine the people who will use your library and supply books to fit their interest.
 - a) For the libraries located at a school use books suitable for that age group. It could include a combination of picture books, beginning chapter books, and 4th/5th chapter books.
 - b) In a neighborhood library you can supply books for a wide-range of users. (baby books, picture books, beginning chapter books, 4th/5th chapter books, teen books, and adult novels)
 - c) You may want to have a themed library – Example: at the Community Gardens the books may all relate to gardening however it should be a wide range of books that meet the reading levels of children on up to adults.

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5. It helps to have a system to track the books. It can be as simple as a sticker on the spine. This allows the library steward to determine what types of books are moving (and not moving) plus you get to know the interests of the people using the library.
6. Aside from books it is not a bad idea to add a few additional items. Informational flyer outlining facts about your library. This helps people to understand how the Book Bungalow system works. This flyer will also direct people to our public library. (Literacy for Life will develop a flyer with basic information and can be adapted for each library owner to add their own information) Other suggestions are things like a small container of dog bones for people that visit as they walk their dog. You may want to have a guest book for visitors to sign.
7. One of the biggest misconceptions is that Book Bungalows run themselves. It will take ongoing work and effort to maintain your Library and keep people visiting. Suggestions: take out low-interest books that are donated and replace them with high-interest books. If you leave unpopular books in your library, people will stop visiting. Take out the bad books to free up room for good books. If you put in a book and it's not moving, take it out and replace it with something else. If you keep it fresh and give users what they want, they'll keep coming back.
8. Your library will be used more in warmer weather so check your library at least once a week. In the winter it may be only twice a month. It is important to check to ensure others have not added flyers to your library.

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Literacy for Life Foundation

www.litforlife.com

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Information in this Tip sheet has been adapted from:

<http://thepageturninglibrarian.blogspot.ca/2016/05/tips-to-start-little-free-library.html>

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