



SAN LORENZO VILLAGE HOMES ASSOCIATION

LITTLE LIBRARY POLICY

Adopted - February 15, 2024

PURPOSE: This Little Library Policy (“*Policy*”) for the San Lorenzo Village Homes Association (“*Association*”) governs the requirements and responsibilities of Owners who choose to enter into a Little Library License Agreement (“*License Agreement*”) authorizing the installation and maintenance of a Little Free Library upon a designated portion of their property.

INTRODUCTION: As set forth in the Association’s “Declaration of Covenants, Conditions, Restrictions, Servitudes, Easements, Liens and Charges Affecting the Real Property” (“*Declaration*”) the Association is vested with the power to maintain and manage the San Lorenzo Village community, and improvements and modifications therein. In that capacity, the Association requires any exterior alteration to receive approval by the Association. Accordingly, this Policy establishes a set of rules and regulations governing the participation, installation and maintenance of a Little Free Library upon an Owner’s property.

OBJECTIVES: The Policy aims to: (1) Promote a culture of reading and literacy within San Lorenzo Village; (2) Foster a sense of community and interconnectedness among Association members and residents; (3) Provide free and convenient access to books for all members of the community; and (4) Maintain aesthetic consistency throughout the community by overseeing and regulating the installation of Little Free Library boxes.

GENERAL PROGRAM INFORMATION: The Association has elected to facilitate a no-cost library book exchange program within the San Lorenzo Village community benefiting Association members and residents by promoting reading and interconnectedness (herein after referred to as “*Little Free Library Program*”).

The Little Free Library Program allows Association members to voluntarily participate in the placement and stewardship of Little Free Libraries (“*Little Library*”) on their properties, providing free access to books for fellow members and residents of San Lorenzo Village.

Little Libraries are small boxes, secured to a post and placed entirely within a resident’s front yard, preferably close to the sidewalk, but in no instance more than ten (10) feet back from the front street line of a property.

The Little Libraries are to be filled with books that are accessible at no-cost to members of the San Lorenzo Village community. The inventory of books to be placed within the Little Libraries is typically based on donations from the Owner or resident participating in the program, as well as local resident donations.

The Little Free Library Program will be available for a select number of properties within the community, based on availability and member request. Owners who are interested in participating in the Little Free Library Program must receive approval from the Association and comply with all obligations and restrictions regarding the installation, presentation and general upkeep of the Little Library in order to maintain consistency throughout the community. Requests to participate in the Little Free Library Program can be made directly to the Association Office.

APPLICATION: Owners interested in participating in the Little Free Library Program must complete and submit a Little Free Library License Agreement (“*License Agreement*”) to the Association Office. The License Agreement is available online at www.slvha.com, at the Association Office, and attached hereto as **Exhibit “A”**.

LITTLE FREE LIBRARY PROGRAM RULES:

- A. Placement of Little Libraries: Owners who wish to participate in the Little Free Library Program must complete and submit a License Agreement to the Association. The installation location of the Little Library must be approved by the Association and comply with the restrictions set forth in the License Agreement.
- B. Steward Responsibilities: The Owner of the property upon which a Little Library is placed is responsible for maintaining and caring for the Little Library. Owners must keep the area around the Little Library clean and free of debris. Regular cleaning of the Little Library may be necessary to ensure it remains in good condition. Owners should regularly check the condition of the Little Library and ensure it remains in good working order.
- C. Book Collection and Content: Owners should monitor the stock of books inside the Little Library and use their best efforts to ensure that books are available for other members and residents. Books should be in good condition and appropriate for all age groups. The Association shall have no obligation to supply books to any Owner.
- D. Damage to Little Library(s): If any damage is observed, or any problematic condition exists, the Association shall notify Owner in writing of the required maintenance, upkeep and/or repair, and Owner shall complete such work within thirty (30) days of receiving the notice at Owner's sole expense.
- E. Safety and Security: Owners should ensure that the Little Library is securely anchored or installed to prevent theft, damage or injury. If any vandalism or damage occurs, Owners should report it to the Association and cause any necessary repairs or replacement to be made at the Owner's expense.
- F. Removal or Relocation: If an Owner wishes to remove or relocate the Little Library, they are required to notify the Association and coordinate the process according to the policies and guidelines set by the Association.
- G. Compliance with License Agreement: Owners shall adhere to the terms and conditions outlined in the License Agreement. In the event of any conflict between the terms of the License Agreement and this Policy, the License Agreement shall control.

Maintenance and care of the Little Libraries is essential to ensure the success of the Little Free Library Program and to promote reading and interconnectedness within the San Lorenzo Village community.

ENFORCEMENT: Failure to comply with the provisions of this Policy may result in the imposition of fines or other disciplinary action. Similarly, the installation of any unauthorized or unaffiliated library boxes outside of this Policy are strictly prohibited and may subject the violating Owner to enforcement action.