NO COST REWARDS

- Thank you sign in the lobby
- Note in the newsletter or staff break room
- Designated parking space
- Email to entire staff about something the employee did well or above and beyond
- Let staff dress casually one day
- Offer to take one of their least favorite jobs for a day/week/month
- Recognition at a staff meeting
- Create a trophy that can be passed around
- Ask the person to train new people, or to train or oversee volunteers
- Create a “Celebration Calendar” – using a large wall calendar, write in accomplishments, achievements, compliments, etc.
- Greet employees with a “I’m glad you’re here” or “I appreciate you doing X”
- Get everyone involved in recognition: at a staff meeting, have people say what they appreciate about each other
- Do something fun outside the library – watergun fight on a hot day; organize a group to go to a ball game or out to dinner (make sure everyone is invited!)
- To recognize an important achievement, submit an article to the local radio or newspaper; put a note in your newsletter or on your website
- Take a moment at a board meeting to introduce the person and/or recognize them
- Create a “Celebration Board” – where you can post pictures or compliments, celebrating the good work people do
- Ask for feedback and ideas on issues or challenges confronting the library – and then USE those ideas, and credit them for the idea!
- SAY THANK YOU!
LOW COST REWARDS

* Balloons or flowers
* TY note
* Have the rest of the staff sign a photo or certificate of appreciation - and get it framed
* Arrange to have their car washed
* Extra hour(s) off with pay (longer lunch, leave early, come in late)
* Delivery of snacks or candy to the person
* Birthday / employment anniversary cards
* Bring the employee a cup of coffee or other favorite beverage in the morning
* Have a recognition box with inexpensive items (pens, post-it notes, fun magnets, etc) – when someone does something outstanding, allow them to pick out a gift
* Life-Saver Award – a pack of Life Savers candies and a certificate for someone who pitched in or did something particularly important

MORE COST REWARDS

* Pizza party
* Cake or other dessert
* Take the staff member to lunch – give out “lunch with me” coupons
* Trophy or special gift (mug, key chain, nice pen, etc)