

## **Comsewogue Public Library Environmental Sustainability Policy**

Comsewogue Public Library is committed to reducing its impact on the environment. The Library will strive to improve its environmental performance over time, participating in projects, activities, and practices that will further reduce environmental impacts. The Library's commitment to environmental sustainability extends to its members, administration, employees and the general community.

The Library will:

- Observe all applicable environmental regulations
- Prevent pollution whenever possible
- Train all staff on the Library's environmental sustainability program, empowering employees to participate
- Communicate the Library's environmental commitment members, administration, staff and the general community
- Continually improve by striving to measure the Library's environmental impacts and setting goals to annually reduce them

All employees will receive a copy of this policy upon hire, and be educated regarding the Library's efforts to continue to strive towards the "triple bottom line" definition of sustainability, which states that to be truly sustainable, an organization must embody practices that are environmentally sound, economically feasible, and socially equitable.

### **Energy Management**

The Library will strive for superior energy efficiency, working to identify and using whenever practical products and equipment that are the most energy-efficient. Methods such as Energy Star and CEE rating systems will be used whenever practical to identify and select products that are the most energy-efficient and which meet the Library's needs.

The Library will work to reduce its overall use of energy, optimizing equipment settings and schedules to meet the needs of the community, staff, and service program while achieving superior energy efficiency.

### **Materials Management**

The Library will endeavor to donate deaccessioned materials to not-for-profit organizations whenever practicable, purchase items supplies only as-needed, and purchase sustainably-produced, recyclable materials whenever practicable.

### **Transportation**

The Library will encourage efficient travel practices when travel is necessary/important. Best practices, such as carpooling and using of technology to remotely hold and attend meetings, will be employed whenever practicable.

**Land Use**

The Library will strictly observe all laws pertaining to land use, as well as practice general conservational stewardship regarding its policies and practices.

**Water Reduction/Conservation**

The Library will endeavor to reduce its use of water in the building and on the grounds and keep our waters clean. This will be achieved through a combined approach involving equipment selection, policy, and practices.

**Solid Waste Management**

The Library will follow its written waste disposal procedures, developed in partnership with the appropriate vendors and pertaining to garbage and recyclable materials.

The Library will endeavor, whenever practicable, to dispose of equipment and supplies that have reached the end of their useful lives by either donating them to a not-for-profit organization(s) or recycling them through the services of the Town or of an appropriate vendor.

Procedures will be disseminated to all appropriate departments and personnel and updated as appropriate.

*Board approved 11/21/19*