

ELWOOD  **PUBLIC LIBRARY**

SUSTAINABLE LIBRARY CERTIFICATION

Final Presentation

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ABOUT US

HISTORY & GENERAL INFORMATION



- The Elwood Public Library was established under Chapter 2555 of the Education Law of New York State by a public vote of the residents of its service area on November 19, 2002.
- On March 24, 2009, the library opened the doors of its second home in nine thousand square feet of leased space at 1929 Jericho Turnpike.
- Although small, the Elwood Public Library offers a full range of library services to the residents of the area incorporated by the Elwood School District portion of the Town of Huntington.

GREEN TEAM



- Our green team is made up of members from various departments throughout the library.
- We also invite staff members who are not part of the green team to sit in on sustainability meetings.
- Since we are such a small library, everyone – even if they’re not part of the green team – works together to follow more sustainable practices!

ORGANIZATIONAL COMMITMENT

SUSTAINABILITY POLICY

Sustainability Policy

Elwood Public Library recognizes the important role libraries play in larger community conversations about resiliency and a sustainable future. The Library Board of Trustees, Administration, and staff are committed to reducing our environmental footprint and promoting environmental stewardship at all levels of our organization. We will strive to minimize pollution and waste, conserve energy and water, protect habitat, support renewable resources, buy environmentally friendly products, and encourage environmentally preferable transportation. Our goal is to minimize our organization's impact and maximize future generations ability to live, work, and play in our shared natural environment, with equal access to clean air, clean water, and natural resources.

Employee understanding and involvement are essential to the implementation of this environmental policy. Administration and the Board of Trustees encourage Library staff to be proactive and apply sustainable thinking in the areas of their facilities, operations, policy, technology, programming and partnerships. All employees will receive a copy of this policy and will be educated about and participate in the Library's efforts to strive towards the "triple bottom line" definition of sustainability: **To be truly sustainable, an organization must embody practices that are environmentally sounds, and economically feasible, and socially equitable.**

Adopted November 17, 2022

We officially adopted our Sustainability Policy in November 2022. Our community can easily access this document through our website.

COMMUNICATION STRATEGY

- Current sustainable programs can be found under the programs tab on our sustainability webpage and in our newsletter as indicated by the SLI logo.
- Graphics detailing our certification progress, environmental trivia, and/or tips to become more sustainable at home are shared weekly via Facebook and Instagram.
- Our staff receives and shares input on our sustainability progress during our monthly staff meetings.



SUSTAINABILITY CELEBRATION

To celebrate all the hard work we put into earning our sustainable library certification, the green team organized a sustainable and fun staff spirit week in May 2023!



Monday
Wear Green



Tuesday
Tie-Dye



Wednesday
Pajama Day



Thursday
Herbs-day



Friday
Eating Meeting

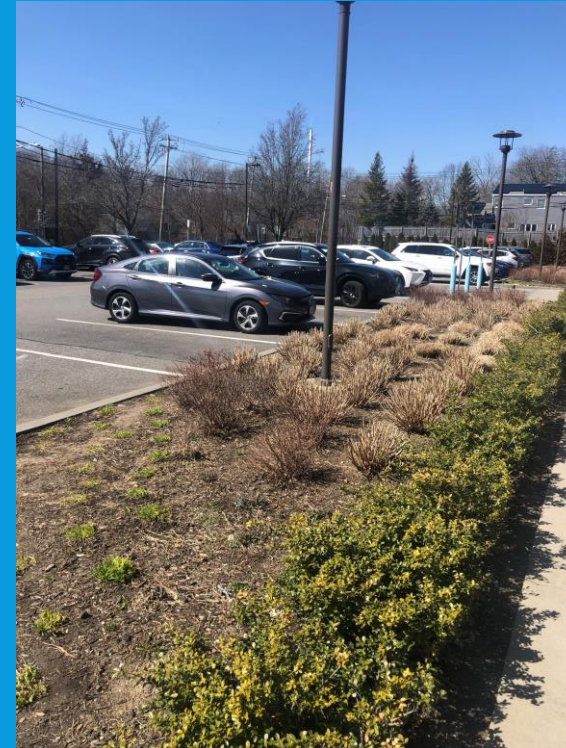
OUTDOOR SPACES

REDUCE NON-POROUS AREAS

Large areas of pavement make it difficult for rainwater to be absorbed into the water table.



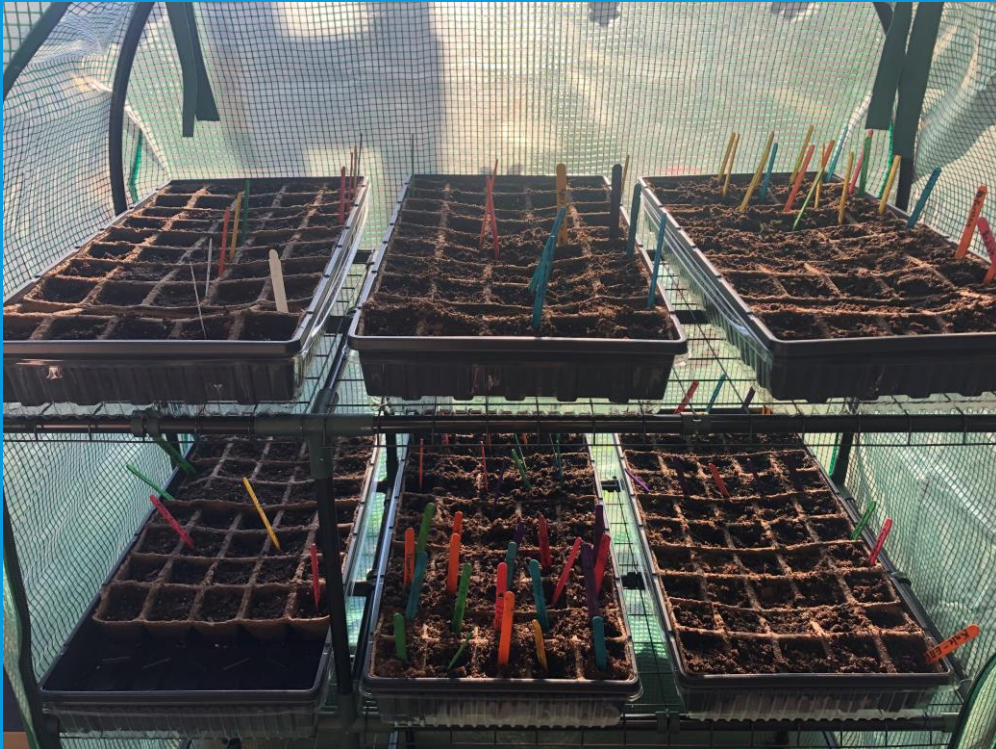
Renovating the parking lot provided room to grow native plants in planting beds.



INDOOR SPACES

INDOOR PLANTS

We had a greenhouse on the library floor throughout the spring of 2023. Teen volunteers planted everything you see in these photos. We were amazed by how quickly the herbs grew!



March 9, 2023



March 27, 2023

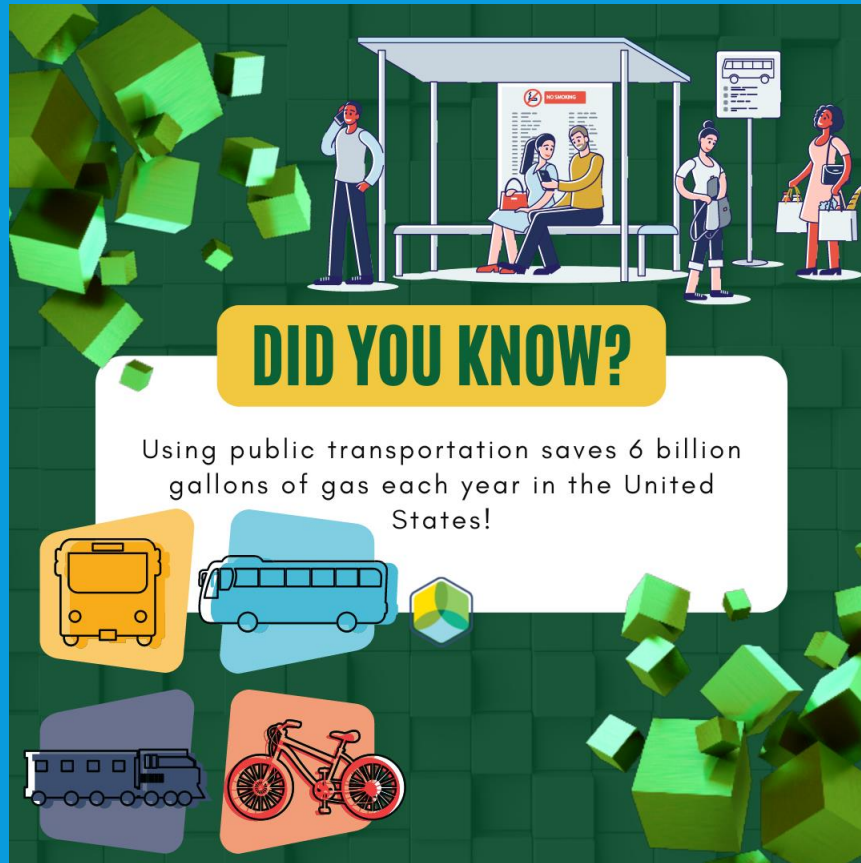
ACCESS TO FRESH FRUITS & VEGETABLES

- We started running a seed library in March 2023. Community residents could take home 5 packets per family per month for free. The seed library was open from March – August and will return each spring.
- One of our patrons came back over the summer to show us the unique cucumbers she grew in her garden with our seeds!



TRANSPORTATION

PROMOTE TRANSPORTATION PROGRAMS



- In September 2022, we ran a Transit Solutions BINGO program that invited patrons to: “Discover green ways to get around.”
- We also posted this image to our Facebook and Instagram pages in March 2023. The statistic comes from the American Public Transportation Association.

PROVIDE BIKE RACK



- Our bike rack is located near the front entrance for easy access.
- We also hosted a Pedestrian Safety class provided by the New York Coalition of Transportation Safety (NYCTS) via Zoom in March 2023.

ENERGY

PROGRAMMABLE THERMOSTATS



All thermostats around the library can be adjusted by staff to account for seasonal heating and cooling demands.

ENERGY STAR RATED EQUIPMENT

- When economically feasible, we purchase ENERGY STAR rated equipment for the library.
- Our hot / cold water dispenser and refrigerator are ENERGY STAR rated.
- We are committed to purchasing ENERGY STAR rated equipment when our current equipment needs to be replaced in the future.



WATER

RE-USE WATER FOR IRRIGATION



- Our indoor greenhouse captured water and recycled it to continue keeping the plants hydrated.
- We also watered the plants during the morning to avoid evaporation.

MATERIALS

PROVIDE RECYCLING BINS



Our community loves the service we provide by participating in the NexTrex Plastic Film Recycling Challenge! After we earned our bench by collecting 500 pounds of plastic film in six months, we started working with a local Girl Scouts Cadette Troop to continue recycling plastic film together.

PROVIDE RECYCLING BINS

Newspapers



Deposit Bottles & Cans



Batteries



PROGRAM INCENTIVES

- Our goal for Summer Reading Club 2023 was to not give away any plastic tchotchkes as prizes while still reflecting our theme, “Camp out with a good book!”
- The sign-up prize for all ages was a flashlight with an incorporated pen and lanyard.
- Each department worked hard to offer sustainable prizes. The adult prizes, pictured to the right, were mostly gift cards donated by local businesses.



RECYCLE E-WASTE

- We partner with ecoTech to host an e-waste recycling event twice per year.
- One of the events is usually scheduled as part of our efforts for The Great Giveback.
- Patrons are able to drop off used computers, cell phones, printers, TVs, keyboards, cables, wires, circuit boards, CD-ROMs, and stereos for recycling.

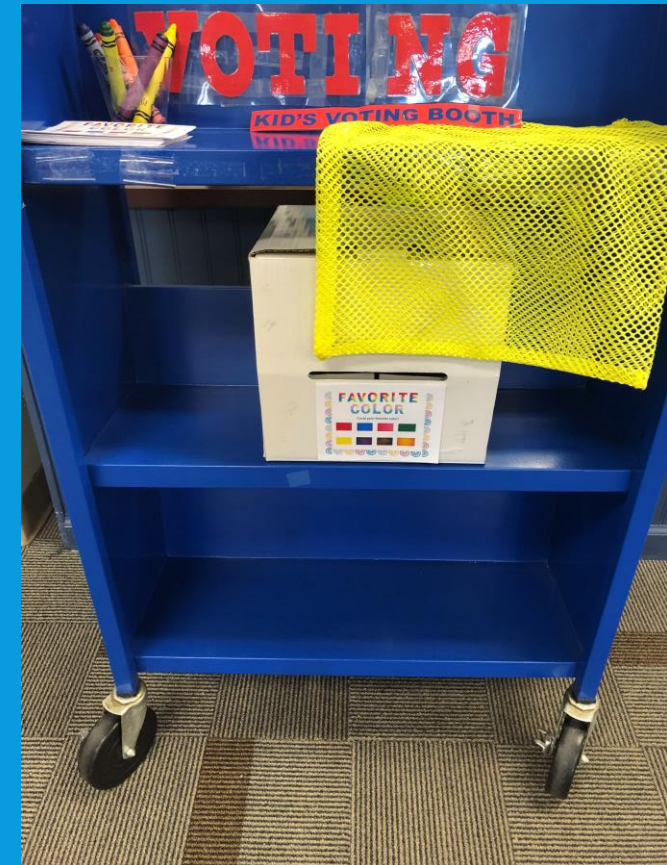


COLLECTIVE IMPACT

PRODUCE CIVIC-MINDED, INTERACTIVE DISPLAY



- Every year for Election Day and for the Budget Vote, we set up a Kids Vote polling booth.
- Children are encouraged to vote for topics like their favorite color or favorite dessert. Then they submit their ballots into the box behind the curtain.
- Participating in the Kids Vote teaches children about democracy through hands-on experience.



ENGAGE IN EVENTS SUPPORTING LOCAL BUSINESS



- In our annual Halloween Fun program, we lead a parade of preschoolers around the neighboring shopping center to trick-or-treat.
- Handing out candy for the parade is a friendly and fun way for local businesses to promote their wares and their community presence!

SOCIAL COHESION

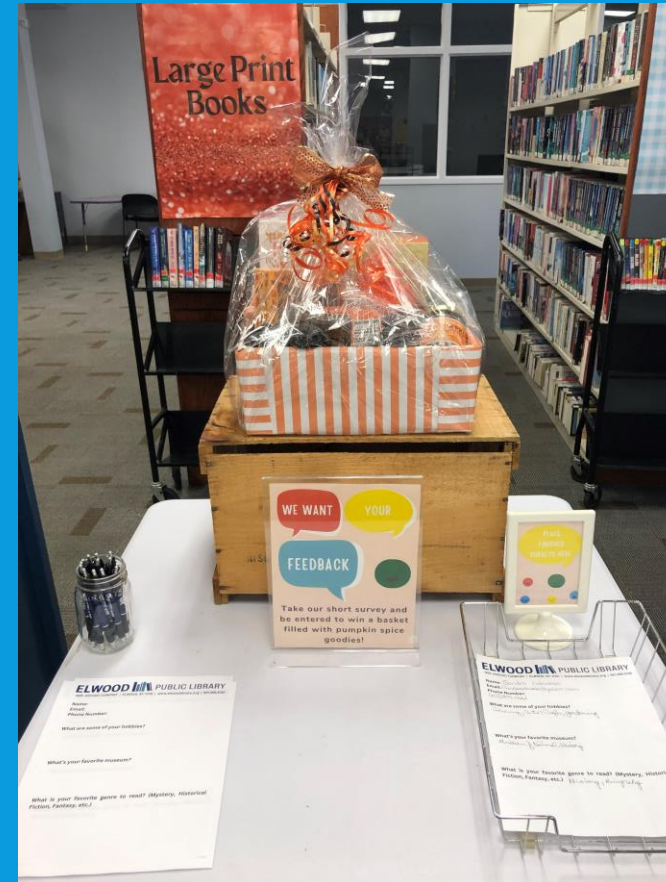
INNOVATING COMMUNITY ENGAGEMENT

We held our first Classic Car Show in June 2023. Patrons of all ages came together to admire vehicles brought in for the event by fellow community members!



COMMUNITY FEEDBACK

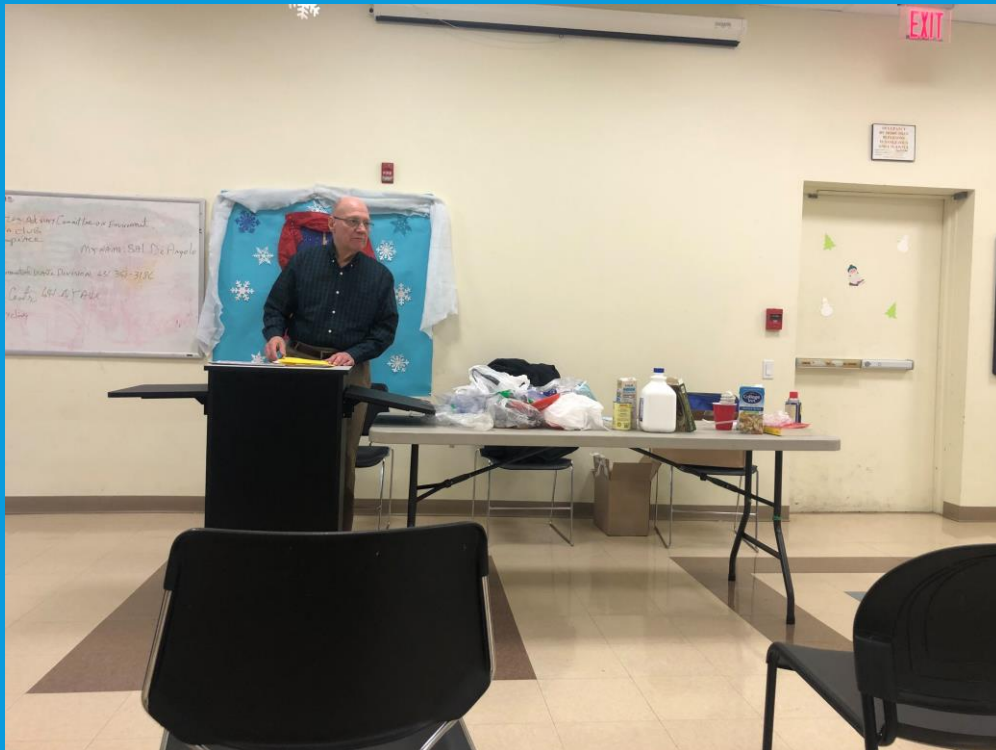
- We distributed a community feedback survey via email and paper copies in October 2023.
- The chance to win a basket of pumpkin spice goodies encouraged patrons to participate!
- The survey gave us the opportunity to hear directly from the community, helping us to improve our programming and collection development.



RESILIENCE PLANNING

PROVIDE REGION-SPECIFIC ENVIRONMENTAL PROGRAMMING

Proper Recycling & New Programs in the Township of Huntington



Seed Saving 101



FIRST RESPONDERS ENGAGEMENT EVENT



Local community responders volunteer their time and vehicles every year for our Touch-a-Truck event. Families love interacting with both the first responders and the big trucks!

FINANCIAL SUSTAINABILITY

INTERNAL FINANCIAL CONTROLS

- We have regular audits and follow recommendations of generally accepted financial control policies and procedures as found in the Handbook for Library Trustees of New York State.

ELWOOD  **PUBLIC LIBRARY**
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ANNUAL AUDIT

The Library will retain the services of a certified public accountant that will provide advice and consultation, review the financial records, and perform an annual audit in accordance with generally accepted accounting principles and in conformity with the requirements of the New York State Department of Audit and Control.

A written report, including an opinion on the financial statements, shall be prepared by the auditor at the close of the fiscal year. This report shall be presented to the trustees at the Board meeting following its receipt.

Adopted 7/17/2014

COLLECTIONS

COLLECTION DEVELOPMENT POLICY



- Our materials selection policy incorporates community driven collection development and emphasizes considerations for diversity, equity, and inclusion.
- The Friends of the Library raise funds through book sales. All sold items are donated or weeded materials. Any materials that are not sold during the book sale are donated to various community organizations.

FUTURE GOALS

NEXT STEPS

- We will continue to follow all practices the certification process inspired us to begin as well as sustainable practices which we had already been following.
- We hope to find a more economically feasible solution than renting our library space.
- We are committed to observing triple bottom line sustainability guidelines in both the structure and staff practices in any future home of the Elwood Public Library.

