Our South Huntington Public Library

The South Huntington Public Library is located in Huntington Station, NY and serves a population of 38,000. We have 65 staff members in both full-time and part-time positions. Our building is 17 years old and is 48,000 square feet.
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Organizational Commitment
Staff Surveys

We surveyed our staff prior to beginning our certification process. We were happy to learn that our staff is willing and ready to put in the work to help SHPL become environmentally sustainable.

Bulletin Board

Our staff made suggestions, and we are proud that we have considered each suggestion and implemented many of them.
The Green Team

Our Green Team is composed of staff members from several departments. We have worked together to create a quarterly e-newsletter for staff and an eye-catching Green Team bulletin board by the staff entrance. We have encouraged staff to participate in the Drawdown Eco Challenge, our staff Earth Day celebration, and a Recycling Bin scavenger hunt with eco-friendly prizes!
Programs & Events

We have hosted many programs with a sustainable focus—and are committed to doing more!

Adopt a Plant

The YA Department helped kids decorate planters and then “adopted a plant” to take home. They also made bird feeders out of recycled materials.

Trashion Fashion

Children created wearable works of art with recyclable materials and then showed of their creations in a fun fashion show.

Project Drawdown Book Discussion

We participated in the NY Reads event for Project Drawdown and held a book discussion for interested patrons.
Our Grow to Give Garden

The Grow to Give Garden was installed by our maintenance staff in the spring of 2019 and provides children with the opportunity to get their hands dirty while caring for a variety of organically-grown herbs and vegetables. Children released ladybugs, created hand-painted garden labels, built small butterfly feeders, and harvested produce that was donated to a local food pantry.
Energy
Energy

Lighting

We have completed an LED conversion of all lighting.

We encourage staff to keep lights off in rooms not in use.

We practice daylighting by keeping lights off on sunny days.

Heating/Cooling

Our HVAC system receives regular maintenance checks & will be upgraded in the future to an energy efficient system.

Thermostats in the building are programmable and continually monitored.

Personal space heaters are prohibited.

Renewable Energy

We hope to install solar panels on the library's roof.

We are engaging in a solar energy feasibility study for our library facility.
Appliances & Equipment

- Almost all of our computer equipment is Energy Star rated.
- Our policy requires that we make any future purchases with our environmental goals in mind.
- Our printers, scanners, and staff computers utilize sleep mode when not in use.
- We do not use screensavers on staff & Technology Center computers.
Materials Management
Waste & Recycling

Our electronic equipment is sent to a **certified e-waste recycling organization** and used toner cartridges are sent back to the vendor for recycling. We began hosting e-waste recycling events for the public.

We drastically increased the number of recycling bins available throughout the library for both staff and the public, **resulting in a 50% decrease in dumpster volume**. We have added recycling bins for bottles and cans in our staff room, downstairs gallery area, and main lobby.

Staff are encouraged to **limit printing** and to default to **double-sided printing** when possible. We also turn as much used paper as possible into scrap for staff and patron use.
Extending the Life of Supplies & Materials

We now make extensive use of **upcycled** books and other materials for use in craft programs, events, and library displays.
Green Purchasing

Library and office supply purchasing is centralized in order to eliminate duplication and waste.

We now purchase PEFC certified recycled copy paper made out of 30% post consumer waste & ECOLOGO certified toilet tissue made with 100% recycled fiber.

Hand dryers in restrooms have been replaced with LEED certified units that eliminate the need for paper hand towels.

We do not purchase drinking cups and encourage staff to use their own mugs. We purchase compostable utensils & plates.

We now purchase ECOLOGO or Green Seal certified cleaning products and hand soap.
Transportation
Business Travel

- We travel together to conferences and meetings in our library van as much as possible.
- We utilize conference calls and webinars whenever feasible to avoid traveling by car.
- Staff are encouraged to carpool when possible and our staff bulletin board is used to facilitate carpooling.
Land & Water Use

- We mulch around plants and bring additional grass clippings to a **recycling center**.
- We take care to **maintain our irrigation system**, block storm drain openings with chicken wire, and monitor our property for **invasive plant species**.
- We installed gardening beds and **donate our harvests** to a local food pantry. Our young patrons have enjoyed being part of the SHPL Gardening Club!
Collective Impact
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OUR MISSION STATEMENT

The South Huntington Public Library strengthens our community by fostering connections, satisfying curiosity and inspiring creativity. We accomplish this by providing equal access to knowledge, literacy, technology and culture to all members of our community.

OUR VISION STATEMENT

Empower-Engage-Energize

OUR VALUES

At the South Huntington Public Library we CARE about our community and each other.

C - Connection  A - Awareness  R - Respect  E - Empathy
Programs & Partnerships

The library is a Passport Acceptance Facility, processing more than 700 passport applications since we were certified in mid-2018. Additionally, we maintain a number of collaborations, including:

- A job skills program for special needs students.
- Professional development for teachers.
- Huntington Youth Bureau programs for teens.
- Outreach to Sunrise Assisted Living residents.
- Service Core of Retired Engineer (SCORE) workshops for small businesses.
Community Engagement

Our staff is committed to engaging with our community. We strive to become an active and responsive participant in our community.
Social Cohesion
The South Huntington Public Library is committed to fostering, cultivating and preserving a culture of diversity, equity and inclusion. We embrace our employees’ and community members’ differences in age, color, disability, ethnicity, family and marital status, gender identity or expression, language, national origin, physical and mental ability, race, religion, sexual orientation, socio-economic status, veteran status, and other characteristics that make the South Huntington Public Library unique.

It is the South Huntington’s Public Library’s policy to provide a work environment that is free from all forms of discrimination. The library views all forms of discrimination as destructive to the library’s mission, vision, values and goals.

We strive to reflect the community we serve by representing and fostering the various cultures, genders and ethnicities among our staff and board of trustees. Therefore, we affirm our commitment to the American Library Association’s Diversity Policy, which states in Section B.3.7: “In order to ensure that libraries are both reflective of and relevant to the communities they serve, the American Library Association encourages and supports recruitment and continuing education initiatives that facilitate the hiring and promotion of a diverse workforce in libraries of all types and all organizational levels.”

The Library’s dedication to equity, diversity and inclusion is an active process that requires continuous commitment to promote and enhance the well-being of our staff and community.

—South Huntington Public Library’s Equity, Diversity and Inclusion Policy
Programs That Bring Us Closer Together

For Our Staff
- Staff book club
- Diversity Training
- Ugly Sweater Day and Halloween Dress up
- Staff Appreciation Breakfast
- Creation of a Staff Wellness Committee

For Our Community
- Bilingual Storytimes and ENL classes
- Virtual Programming
- Community Survey
- Annual Art and Craft Fair
- Assisted Living Outreach
- And many more!
Long-Range Planning

Our newly-adopted Long Range Plan has six priorities that we believe are intertwined with our mission of being a sustainable presence in our community. These six priorities include: Enhancing Programming, Pursuing Outreach Opportunities, Raising Awareness, Improving Library Spaces, Providing Access to Technology, and Encouraging a Culture of Diversity.

Our plan and its goals and initiatives ensure that we are well-prepared to provide necessary services and materials to our community with minimal disruption to library services during emergencies and other unpredictable events.

Pictured above: Installation of the library’s backup generator.
Preparedness Programs &
First Responder Appreciation

Wacky Weather: Are You Prepared?

This program on preparedness taught children how to stay safe and prepare for power outages, hurricanes, & fires. They received a pillowcase “go-bag” to customize, as well as a digital workbook from the Red Cross.

Meet Your Community Helpers

Families were invited to meet local first responders and check out their vehicles, including a fire truck, police car and ambulance.

Crafts For A Cause

This take & make program gave patrons the opportunity to create thank you cards for our police officers, firefighters and first aid squad members. We then donated them along with goodie bags made by our teens in a monthly community service program.
Financial Sustainability
The South Huntington Public Library engages annually in a budget process culminating in a community vote. Our budget is dedicated to economic feasibility and maintains a long-standing tradition of fiscal prudence. The library remains an excellent value to the community by providing both traditional and innovative library materials, services and programs for all at the least possible cost.

We see the importance of a budget that reflects staff needs both, personally and professionally. Our salaries are competitive and staff is provided with the resources that they need to provide the services necessary. Our benefits include a living wage, access to health insurance and the NY State Retirement System. This in turn leads to a high staff retention rate, which provides stability to our library and community.

As we develop our proposed operating budget each year, we strive to hold the line on taxes while providing funding for a mix of traditional and innovative materials, programs and services.
A History of Fiscal Responsibility

We have held the line on our budgets, remaining within New York State’s 2% tax cap.

We have removed fines as a barrier to access, utilizing new revenue streams, such as passport acceptance fees, to offset lost income.

Fine. Free. Forever!

No more late fines for overdue library books!

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Sustainable Shelves

Since March 2021, we began using Baker & Taylor’s Sustainable Shelves Program to resell or recycle discarded books. Money earned from resold books is donated to the Friends of the Library. To date, the Friends have received over $2,000 for resold books.

Policy Updates

Materials Selection Policy has been updated to include Triple Bottom Line considerations, including a newly added diversity section.
Reassessing Collections, Repurposing Space

After determining that our print reference collection was underutilized, shelving was removed and the space repurposed as a digital media lab.

The Technology Center features laptops, Macs and PCs loaded with creative software. Hardware includes 3D printers, scanners, and other technologies, all within a space purpose-built for patron instruction and collaboration!
Future Goals
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We will continue to shrink our carbon footprint, such as reducing emissions, and expand sustainability programming, particularly within our Grow and Give Garden.

We will explore the feasibility of solar power for our facility and install an upgraded HVAC system.

We will look to add electric vehicle charging stations.

We will form new partnerships in the community and share our sustainable values.

We will work to be a more diverse and equitable organization.

We will emphasize the physical and mental well-being of our staff.

We will look to initiate a wild pollinators initiative.