

Green Business Partnership Final Report

Hauppauge Public Library
January 20, 2021



- Hauppauge Public Library is located on Long Island, New York, about 40 miles east of NYC. It serves 10,936 people.
- Hauppauge is home to the second largest industrial park in the nation, with more than 1000 companies employing over 55,000 people.
- Hauppauge is also home to many state and county government agencies.
- The library employs 55 people, 8 of whom are full-time, with an operating budget of \$2.6 million.
- The library is unique in that it does not own the building it operates out of - the space is leased.



- The library moved to its current leased space in April 2018.
- The design concepts for the space build out and furnishings were developed by library staff with sustainability in mind.
- Flexible, multipurpose spaces, movable shelving, tables and chairs, open spaces that allow for natural lighting, led overhead lighting, energy efficient electronics and appliances were intentionally selected for the new space.
- The landlord controls and maintains the building, so some energy and environmental settings are out of the library's control, however, the library is committed to sustainability in all of its endeavors.

ORGANIZATIONAL COMMITMENT

Hauppauge Public Library

ENVIRONMENTAL POLICY

The Hauppauge Public Library is committed to reducing our environmental footprint and promoting environmental stewardship at all levels of our organization. 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.

We will strive to minimize pollution and waste, conserve energy and water, protect habitat, support renewable energy resources, buy environmentally friendly products, and encourage environmentally preferable transportation.

These efforts will extend to contractor and supplier relationships. We will encourage contractors and suppliers serving or otherwise acting on behalf of the organization to meet our standards of environmental performance.

Employee understanding and involvement are essential to the implementation of this environmental policy. All employees will receive a copy of this policy and be educated about our company's efforts to improve our environmental performance. Employees at all levels of the company will be involved in supporting our goals.

Environmental Policy
adopted by the Board
November 15, 2018

ORGANIZATIONAL COMMITMENT



- Green Team Established May 2019

ENERGY - LIGHTING



- All overhead lighting fixtures use LED bulbs

ENERGY - LIGHTING



- Blinds are kept up to allow for natural lighting in the reading area.

ENERGY - LIGHTING



- Signs reminding staff and the public to turn off lights are posted in all public meeting and study rooms

ENERGY - HEATING & COOLING



- Programmable thermostats are installed in several locations throughout the building.
- Thermostats in the public areas have locked covers.

ENERGY - APPLIANCES



- Energy star rated electronics have been purchased for staff and public use.
- Sleep mode is enabled on all staff computers; screensavers are turned off.

MATERIALS MANAGEMENT WASTE & RECYCLING

Food 1,119.3 lbs



Eyeglasses 16.7 lbs



Clothing 395.7 lbs

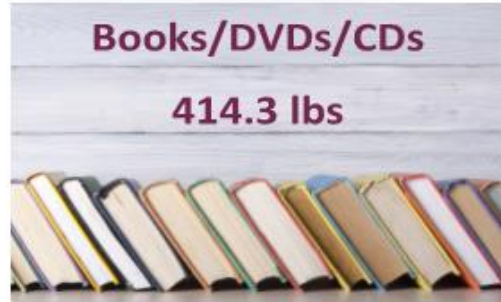


Batteries & E-Waste 248.6 lbs



Books/DVDs/CDs

414.3 lbs



Legos 17.5 lbs



Get Well Cards 1.7 lbs



Flags 63.9 lbs



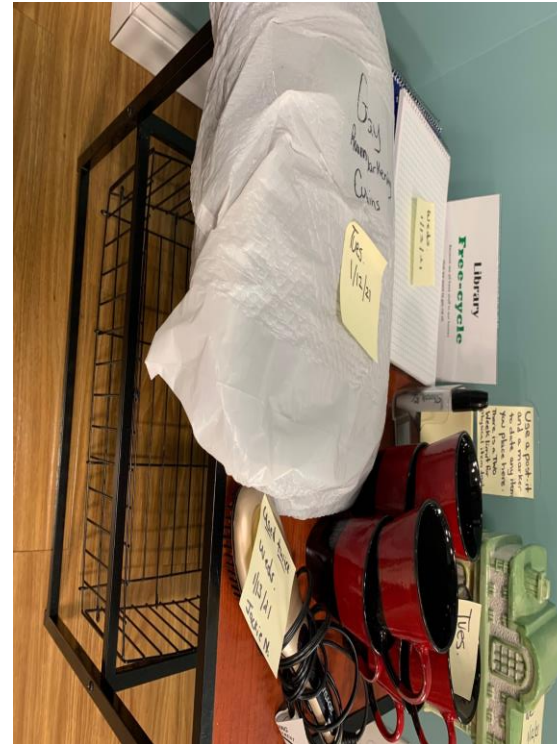
- The library collects donations from the community and redistributes them.
- 2,276 pounds of materials were collected in 2020.

MATERIALS MANAGEMENT WASTE & RECYCLING



- An example of one of our community recycling programs. We collect yarn donations and host crafting programs. Completed projects are donated to nonprofit organizations in the community.

MATERIALS MANAGEMENT WASTE & RECYCLING



- Library staff use the board above to post free-cycling opportunities and the Green Team's "Green Tip of the Week."
- A table for available free-cycled materials is kept in the staff break room.

MATERIALS MANAGEMENT WASTE & RECYCLING



- The “Grab and Go” collection contains popular books which are rented instead of being purchased. Books are returned to the vendor when they are no longer in demand.

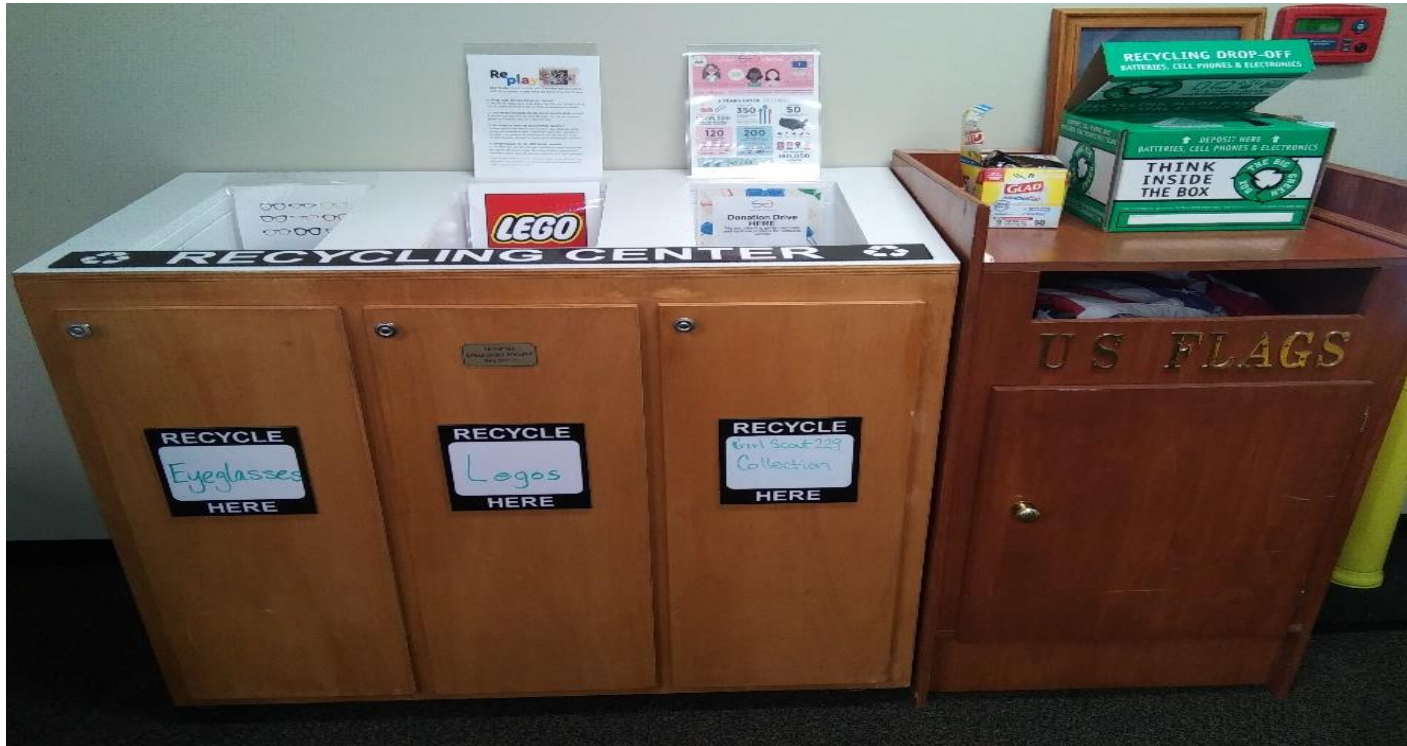
MATERIALS MANAGEMENT

WASTE & RECYCLING



- Books donated or no longer needed by the library in good condition are sent to Better World Books for redistribution.
- Wheeled bins are used to collect paper and books awaiting pick up for recycling.

MATERIALS MANAGEMENT WASTE & RECYCLING



- Community recycling center located in the library vestibule.

MATERIALS MANAGEMENT WASTE & RECYCLING

Can't see this email? [Click here](#) to view this message in browser window.



What's Happening at the Library?

There is something for everybody...

Events for Adults

Exercise with Cathy [Zoom]



When: Tuesday, January 12, 2021 10:00 AM
Ends on: Tuesday, January 12, 2021 11:00 AM
Where: Hauppauge Public Library at Virtual

Stay fit working out at home with Cathy. Make sure you have water, weights, and a mat for class.
[Register here](#)

Walking Club: Blydenburgh Park



When: Tuesday, January 12, 2021 2:00 PM
Ends on: Tuesday, January 12, 2021 3:30 PM
Where: Hauppauge Public Library

Join us for a 2 mile hike at Blydenburgh Park.

Meet at the North Entrance parking lot off of New Mill Road. Directions can be found [here](#).

Wear comfortable walking shoes and bring water. Masks and an exercise waiver required. Inclement weather cancels. Please call the library in the morning to confirm.

Book Discussion: The Turn of the Key by Ruth

When: Tuesday, January 12, 2021 7:00 PM
Ends on: Tuesday, January 12, 2021 8:00 PM
Where: Hauppauge Public Library at Virtual

- The Patron Point platform is used for electronic marketing and communication.

MATERIALS MANAGEMENT

WASTE & RECYCLING



- Reusable dishes, cups, and utensils were purchased for use by the staff and public.

MATERIALS MANAGEMENT

GREEN PURCHASING



- We eliminated the purchase of bottled water by installing two bottle filling stations and giving staff reusable bottles.

MATERIALS MANAGEMENT

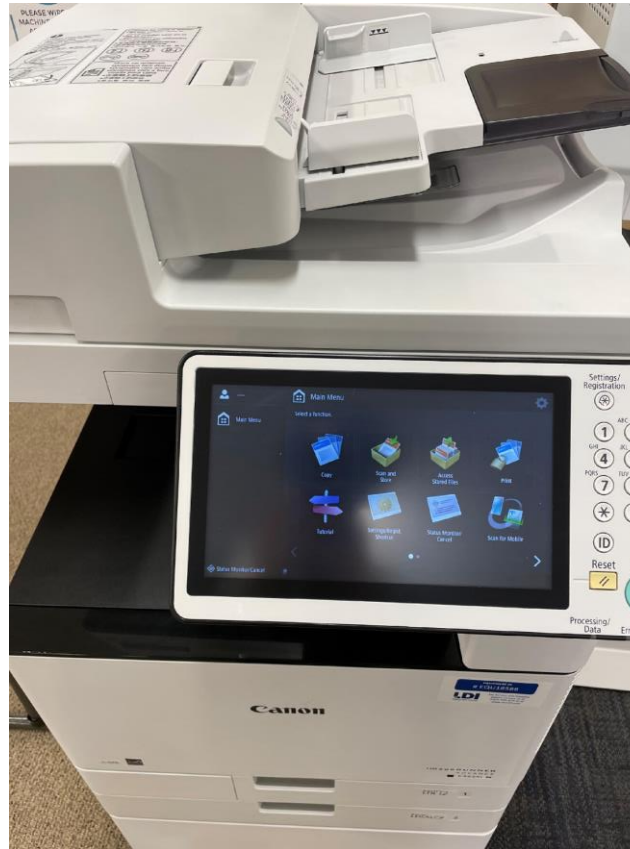
GREEN PURCHASING



- This smartboard was installed on a cart so that it can be moved wherever it is needed.
- The whiteboard and electronic sharing functions eliminate the use of paper, pens, and markers.

MATERIALS MANAGEMENT

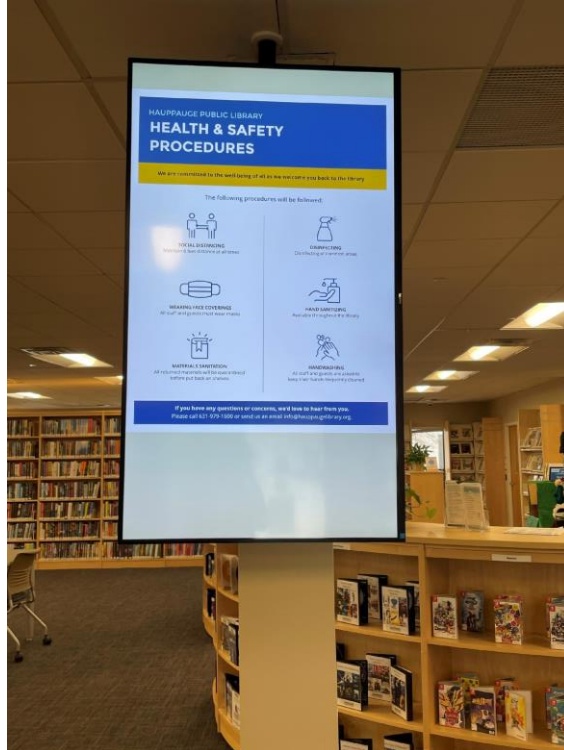
GREEN PURCHASING



- Two multifunction machines are used for copying, printing, and scanning, replacing single use machines.

MATERIALS MANAGEMENT

GREEN PURCHASING



- Electronic signs are installed at the entrance to the library, above the guest services desk, and outside study rooms and classrooms, replacing paper printouts, flyers, and signs previously used.

TRANSPORTATION



- 24 of our 59 staff members drive less than 5 miles to work.
- 6 staff members who live more than 10 miles from work drive plug-in hybrid vehicles.
- Staff carpool to local conferences and events whenever possible.
- Staff are encouraged to attend workshops virtually when possible to reduce energy consumption.

TRANSPORTATION



- A bike rack was installed by the front of the library.

TRANSPORTATION



- The library offers virtual programming and staff meetings through Zoom
- Some staff telecommute, using Zoom, email, and the phone system to communicate with others. Staff computers can be accessed remotely.

LAND USE



- Mulch is installed to prevent erosion and conserve water in the landscaped areas.

LAND USE



- Perennial gardens were planted by the Girl Scouts in the library courtyard.

WATER



- Plants in the library courtyard are watered with rainwater collected from a cistern.

WATER



- Dishwashers are run only with full loads.
- Signs have been posted to remind staff of this rule.

FUTURE PLANS



Short Term

- We are looking forward to announcing the library's Green Business Partnership certification with the community and our colleagues.
- The library is planning activities to celebrate. We plan to purchase 150 tree saplings to give away to the community on Earth Day, scheduled a paper recycling event, and will host a series of educational programs for all ages.

Long Term

- The Green Team will continue its work by completing New York State Library Association's Sustainable Libraries Initiative. The initiative addresses environmental, economic, and social equity practices.