

# **Palisades Free Library Environmental Policy**

Adopted by the Board of Trustees April 12, 2018

Updated December 9, 2020

The Palisades Free Library is committed to reducing our environmental footprint and promoting environmental stewardship at all levels of our organization. Our goal is to minimize the library'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 the library's efforts to improve our environmental performance. All employees will be involved in supporting our goals.

## **Operations**

- Palisades Free Library will integrate environmental considerations into the operation of the library, including procurement of office and cleaning supplies.
- Palisades Free Library will also prefer vendors and products with similar prices that offer non-toxic, recycled, and recyclable content.

## **Facilities**

- Palisades Free Library will use natural resources, including electricity, gas, and water, as efficiently as possible.
- Where financially feasible and as technology advances, the Palisades Free Library will upgrade to more efficient water and energy systems.

## **Waste**

- Wherever possible, the Palisades Free Library will minimize waste by choosing recycled and recyclable products, products with minimal packaging, and by promoting recycling in the library among staff, patrons, and suppliers.
- The Palisades Free Library will seek to reuse, recycle or donate old furniture or equipment, building/construction materials or supplies before disposing in the landfill.

### Purchasing

- The Palisades Free Library is willing to pay up to 10% more than it pays for a current product if the replacement product has a higher recyclable content, is made of material that is recyclable, has less packaging, creates less waste, or uses less energy in manufacturing or transportation.
- The Palisades Free Library will purchase Energy Star products when such a designation is available for the category of goods.

### Education

- Palisades Free Library will communicate the commitment to environmental quality to staff, vendors, and patrons.
- Palisades Free Library will encourage employee participation in environmentally sensitive practices, and support innovative strategies to reduce the library's footprint.

### Continuous improvement

- Palisades Free Library will seek opportunities to improve environmental performance at all times.

### Land Use

- Monitor and remove invasive plant species to avoid harm to surrounding natural habitat.
- Grasscycle and mulch leaves on site to the fullest extent possible.
- Use native plants in our landscaping.
- Employ Integrated Pest Management (IPM) techniques and pest resistant plants.

### Transportation

- Palisades Free Library encourages staff to carpool or teleconference to meetings whenever possible.