

Mid-Hudson Library System | Green Business Certification

What:

- The Green Business Certification Program provides a comprehensive toolkit to measurably decrease an organization's environmental impact resulting in improved efficiency, cost reduction and a healthier workplace. The program is structured to help us strategically consider:
 - environmental stewardship
 - financial feasibility
 - social equity
- This program is administered through the Westchester Green Business Council (WGBC). Thanks to a grant from the New York State Energy & Research Development Authority (NYSERDA) WGBC is partnering with the New York Library Association's Sustainability Initiative to allow libraries and library systems throughout the state access to the program.

Why:

- Helps an organization operate more efficiently
- Demonstrates good citizenship
- Team building
- Builds trust inside and outside of our organization
- Good publicity

How:

There are four steps:

1. **Survey of Employees:** to gauge staff behaviors and ideas about operating more sustainably at work.
2. **Complete the Green Actions List:** 90 required actions; 119 voluntary actions related to setting policy, taking action and measuring performance in seven key areas.* Built-in help and resource links are provided for each action step.
3. **Perform Greenhouse Gas Emissions Inventory**
4. **Submit Final Presentation**

Green Actions List:

- **Organizational Commitment**
 - Environmental Policy
 - 14 Actions (9 required)
- **Energy**
 - Energy Management Policy
 - 40 Actions (19 required) related to:
 - Energy Audit
 - Lighting
 - Heating & Cooling
 - Appliances
 - Renewable Energy

- Performance Metrics: GHG emissions, costs, usage, activity
- **Materials Management: Waste & Recycling**
 - Waste/Recycling Policy
 - 39 Actions (18 required) related to:
 - Waste audit
 - General Reuse & Recycling (electronics, toner cartridges, etc.)
 - Paper & Office Supplies
 - Kitchen
 - Meetings & Small Events
 - Performance Metrics: GHG emissions, costs, usage
- **Materials Management: Purchasing**
 - Green Purchasing Policy
 - 38 Actions (12 required) related to:
 - Centralized purchasing
 - Stationery & office supplies
 - Food, beverage, catering
 - Green cleaning & Personal care products
 - Electronics
 - Low VOC & Non-toxic products
 - Performance Tool: inventory of current purchases; assessment of reducing/switching to eco-alternatives
- **Transportation**
 - Sustainable Transportation Policy
 - 27 Actions (10 required) related to:
 - Employee commuting
 - Business travel
 - Fleet
 - Performance Metrics: GHG emissions, costs, usage, activity
- **Land Use**
 - Sustainable Land Use Policy
 - 28 Actions (13 required) e.g.
 - Removing toxins/cleaning methods
 - Stormwater management
 - Natural irrigation
 - Native planting
 - Leaf/grass recycling
 - Integrated pest management
 - Community Supported Agriculture (CSA)
- **Water**
 - Water Reduction/Conservation Policy
 - 23 Actions (9 required) related to:
 - Water audit
 - Water fixtures
 - Washrooms
 - Kitchens
 - Cleaning
 - Mechanical
 - Performance Metrics: cost and usage analysis

When:

- There is no ticking clock, we can take as long as we need to finish.