

# Climate and Sustainability

## Quick Reference Action Guide for California Libraries

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	Community Engagement	Facility Improvement	Operational Transformation
<b>1</b>  <b>Beginner Level:</b> <b>quick, low-cost wins</b>	<ul style="list-style-type: none"> <li>- Start talking about how libraries are innately sustainable!</li> <li>- Plan an environmentally friendly program once a quarter.</li> <li>- Do an environmental assessment of your programs and giveaways.</li> <li>- Does your library recycle?</li> <li>- Identify a list of local groups or organizations who specialize in sustainability and climate action.</li> </ul>	<ul style="list-style-type: none"> <li>- Adjust your facility's thermostat.</li> <li>- Change computer settings.</li> <li>- Create new opening and closing procedures to ensure lights and computers are turned off.</li> <li>- Turn off lights in unused meeting rooms and offices.</li> <li>- Evaluate after-hours cleaning procedures.</li> </ul>	<ul style="list-style-type: none"> <li>- Survey your staff.</li> <li>- Eliminate single-use plastic.</li> <li>- Review your mission, vision, and core values.</li> <li>- Make two-sided printing the default.</li> <li>- Talk about sustainability to the public.</li> <li>- Develop a disaster-preparedness plan.</li> </ul>
<b>2</b>  <b>Medium Level:</b> <b>more investment, meaningful returns</b>	<ul style="list-style-type: none"> <li>- Create a staff committee or working group.</li> <li>- Reach out to local community groups and assess options for partnership.</li> <li>- Add a new sustainability-minded collection.</li> <li>- Host a large-scale event.</li> <li>- Make every program sustainable!</li> <li>- Register as a heating or cooling center in your community.</li> <li>- Evaluate patron transportation behavior.</li> <li>- Apply for a Sustainable California Libraries grant.</li> </ul>	<ul style="list-style-type: none"> <li>- Get an accurate measurement of your facility's carbon footprint.</li> <li>- Conduct an energy audit.</li> <li>- Assess staff technology usage.</li> <li>- Transition to LED light bulbs.</li> <li>- Assess your facility's landscaping.</li> <li>- Evaluate your cleaning and bathroom supplies.</li> <li>- Evaluate your server room.</li> <li>- Assess your waste.</li> </ul>	<ul style="list-style-type: none"> <li>- Integrate climate and sustainability into your staff documents.</li> <li>- Create a staff working group or committee.</li> <li>- Review your policies and procedures.</li> <li>- Evaluate your suppliers.</li> <li>- Evaluate item repair.</li> <li>- Evaluate your workplace.</li> </ul>
<b>3</b>  <b>Advanced Level:</b> <b>significant resources, momentous, long-term impact</b>	<ul style="list-style-type: none"> <li>- Meet with your municipality's sustainability office.</li> <li>- Add a community garden.</li> <li>- Take action to make sustainable transportation easier.</li> <li>- Create a bike-lending program.</li> <li>- Apply for a Community Resilience Center grant.</li> <li>- Help 30x30 California reach their goals.</li> </ul>	<ul style="list-style-type: none"> <li>- Mandate purchasing standards for new equipment.</li> <li>- Transition your fleet to electric vehicles.</li> <li>- Create a drawdown plan to lower your carbon footprint by a stated deadline.</li> <li>- Become LEED O+M certified.</li> <li>- Upgrade your landscaping.</li> <li>- Upgrade to renewable energy.</li> <li>- Install low-flow toilets and an upgraded water system.</li> </ul>	<ul style="list-style-type: none"> <li>- Review your retirement plan's investments.</li> <li>- Create a staff position dedicated to sustainability.</li> <li>- Create an incentive program for staff.</li> <li>- Make climate action a core piece of your strategic plan.</li> </ul>

The first step in climate action is to begin considering the environment in every decision you make at your library.

