

Climate and Sustainability

Quick Reference Action Guide for California Libraries

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

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

