



## Frequently Asked Questions for Potential Trustees

**Q: How often does the Board of Trustees meet?**

**A:** The Board of Trustees meets on the last Tuesday of each month from 7 PM – 9 PM, except the months of July and December. In early December the Board meets to review and pass the budget for the upcoming fiscal year.

Trustees are also asked to be a member of at least one committee (Budget & Finance, Public Relations & Development, Nominations, Facilities, Long-Range Planning, and Governance and Policies), which work independently and meet once every month to two months as needed. These committees report directly to the Board.

Special board meetings are rare, but can be called as needed.

**Q: What is expected of a Kennebunk Free Library Trustee?**

**A:** A Trustee needs to be an active participant in Board meetings and promote the development of the Kennebunk Free Library for the betterment of the broader community.

**Q: What does this mean specifically?**

**A:** This means that a Trustee should be willing to prepare for and attend regular Board meetings, assist in annual fund raising events (the Annual Appeal, KFL Road Race, concerts, etc), participate in the development and approval of library policies, and act as an advocate for the library through contacts with civil groups and public officials. For more details, please see the Trustee Job Description which can be found on the KFL website at <http://www.kennebunklibrary.org/trustees.asp>

**Q: Do I have to live in Kennebunk to be a Board member?**

**A:** A Trustee needs to live or work in Kennebunk or Arundel to be a Board member.

**Q: Are there age restrictions for Trustees?**

**A:** Certainly not. In fact the Board actively encourages anyone 18 years or older who has a strong interest in KFL.

**Q: Is there any special area of expertise that is required of a Trustee?**

**A:** In addition to being a strong and enthusiastic supporter of the library, there are certain committees that would be strengthened by Trustees who have experience in certain areas such as law or finance. However, this does not mean that a Trustee must be a lawyer or a financial expert.

**Q: How do I get more information or apply to become a Trustee?**

**A:** You could contact Jill LeMay, Director of the Library, at [jlemay@kennebunk.lib.me.us](mailto:jlemay@kennebunk.lib.me.us) (tel: 985-2173) or Kate Moxham, Chair of the Nominations Committee at [ktmoxham@gmail.com](mailto:ktmoxham@gmail.com). Application packets can be picked up at the front desk or downloaded from the Library's website at <http://www.kennebunklibrary.org/trustees.asp>