

Kennebunk Free Library
Board of Trustees – Meeting Minutes
April 28, 2026

Call to Order: Vicki called the meeting to order at 4:30 pm

1. Roll Call and Welcome Visitors:

Trustees present: Bill Behre, Laura Dauphinais, Laura Lancaster (Zoom), Vicki Lyons, Rachael Magill, Kate Ostell, Jim Perry, Judy Pitchforth

Trustees on leave: Danelle Quinn

Staff present: Michelle Conners, Executive Director; Allison Atkins, Assistant Director; Anita Randall, Development Director

Friends of the Library: Sarah Lucchesi, Cheryl McCarthy

2. Review of Agenda: No changes made. Note that committee meetings, except Finance, will be in person at KFL in May.

3. Review and Accept Minutes of March 31, 2026, Board Meeting: Motion to accept the Minutes made by Jim, seconded by Laura D passed unanimously.

4. Acceptance of submitted reports: Motion to accept the submitted reports made by Laura D was seconded by Judy. Discussion followed:

- Director's Report: A new money market account has been opened which will eventually replace the savings account resulting in a higher interest rate.
- 4/8/26 Expansion Steering Committee: Oak Point's presentation to the committee is included in the reports.
- 4/14/26 Finance and March 2026 Financial Summary: Michelle is getting quotes on insurance policies. A guest will be at the May committee meeting to discuss options.
- 4/14/26 Facilities Committee: 1. Verani will be terminating their contract and starting a month-to-month lease starting in June. 2. Trustees should consider participating in the SLI tasks of calculating their carbon footprint and the Eco Literacy training.
- 4/14/26 Outreach and Stewardship Committee: 1. Spring Appeal is on-going as are preparations for the 5K. 2. Anita is working with a wealth screen consultant for potential future work. 3. Discussion is on-going regarding a potential welcome mailing to new residents. 4. Anita discussed the 5K preparations. There are 60 dollar (not counting in-kind) sponsors totaling \$52,000. (Minimum sponsorship is \$250). There are many \$1500 sponsors this year. Search for a band is on-going. The deadline for submitting donation items for the auction is June 5.

- 4/9/26 Governance and Policy Committee: In addition to many policies having been reviewed this year, the committee is working on the Strategic Plan goals.

Vote to accept the reports passed unanimously.

5. Report from Friends of the Library: Sarah reported the May Day book sale is May 2, Blueberry book sale July 25, Pop-Up book sale in KFL from June 6 – 12, and the Trolley Museum ice cream fundraiser July 29. The book sorting committee is having an open house to demonstrate their process May 15 at 3 to 4:30pm. The next Friends meeting is August 31 at 5:30pm.

6. Old Business:

- Conflict of Interest Policy: Nothing has been changed. A motion to approve the policy made by Judy, seconded by Jim, passed unanimously.
- Nominations: Applications close May 1. There are five applicants with one potential to date. Interviews will be on May 12 at 10am and May 13 between 2 and 4pm.

7. New Business:

- There was no new business.

8. Announcements and Other Business:

- MSL listening tour summary: The report gives an overview of what is happening at Libraries statewide.

9. Executive Session: none

10. Adjournment: Laura D made a motion to adjourn at 4:48pm

Respectfully submitted by Kate Ostell, Recorder