



## 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 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 (Facilities, Finance, Governance & Policy, Nominations, and Public Relations & Events), which work independently and meet once every month to two months as needed. These committees report directly to the Board and are where much of the “real work” of the Trustees is completed.

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 and standing committee 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 and standing committee meetings, assist in annual fund raising events (the Annual Appeal, KFL 5K Race, Wreath Sale, other events, etc.), participate in the development and approval of library policies, and act as an advocate for the library through contacts with civic groups and public officials. For more details, please see the Trustee Job Description which can be found on the KFL website at <https://kennebunklibrary.org/abouttrustees.asp>

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

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

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

**A:** The Board actively encourages anyone 18 years or older who has a strong interest in KFL to apply.

**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 committees that would be strengthened by Trustees who have experience in areas such as law, finance, or facilities/architecture.

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

**A:** Please contact the Library Director at [kfl@kennebunklibrary.org](mailto:kfl@kennebunklibrary.org) (207-985-2173). Application packets can be picked up at the front desk or downloaded from the Library's website at <https://kennebunklibrary.org/>