

Kenmore Heritage Society Board Member Expectations

Members of the Board of Directors of the Kenmore Heritage Society are asked to bring their expertise, contacts and experience to the table, and to become advocates for the organization within the community.

Board members are NOT required to:

- Have a personal history in the community of any particular length.
- Have specialized knowledge about the town's past (although an interest in its past is encouraged).
- Live within any particular geographic area.

Basic Responsibilities

1. Be able to articulate the organization's mission.
2. Inform others about the organization's work.
3. Suggest possible nominees to the board who can make significant contributions to the work of the board and the organization.
4. Assist the board in carrying out its fiduciary responsibilities, such as reviewing the organization's annual financial statements.
5. Read newsletters and email news blasts to remain aware of the organization's activities and programs.
6. Participate in the creation of Events, Newsletters, and Community outreach.

Board Meetings

- The board meets on the fourth Thursday of the month either in person at the Kenmore Senior Center, or virtually via Zoom. Meetings begin at 7:00 PM and generally end before 9:00 PM.
- Board packets will be emailed to board members prior to the meeting.
- Board members are welcomed onto the board because they have unique skills and abilities that will be of service to the organization.
- Absenteeism makes it difficult for the organization to make full use of these human resources.
- Participation is a requirement as a Board member:
 - Board members are encouraged to become involved in organization events to the extent they are able.
 - All board members should serve on at least one board committee. The committees meet at their own discretion on varied schedules.
 - The full board should be present for our annual events and make every effort to attend and support other organization activities throughout the year.

Financial Commitment

Board members are asked to make an additional annual financial commitment to the organization at a self-selected level which expresses their support for the organization, its goals and its programs. The goal is for 100% participation by the board.