



*The City of Friendship*

# CITY OF ECORSE

3869 West Jefferson Ave. Ecorse,  
Michigan 48229  
Phone (313) 386--2520  
Fax (313) 386-4316

## ECORSE PUBLIC LIBRARY BOARD

### Regular/Special Meeting Agenda

**Date:** November 24, 2025

**Time:** 2:30PM

**Location:** Ecorse City Hall, 2nd Floor Council Chambers

**Meeting Held in Accordance with the Michigan Open Meetings Act**

---

#### 1. Call to Order

#### 2. Roll Call

#### 3. Approval of Agenda

#### 4. Public Comment (Limited to 3 minutes per speaker)

---

#### 5. Business Items (Open Session)

##### A. Acceptance of Employee Resignation

- **Action Needed:** Motion to accept the resignation of **Ashley Jones** and direct HR to proceed with offboarding.

##### B. Discussion & Approval of Pay Rates for Library Vacancies

- **Action Needed:** Board discussion and motion to set or approve pay ranges for open positions.

##### C. Approval of Job Postings and Job Descriptions

- **Action Needed:**
  - Approve updated job descriptions
  - Approve posting of all vacant library positions
  - Approve recruitment timeline and process

##### D. Discussion on Staffing Vacancies & Hiring Process

- **Action Needed:**
  - Determine how vacancies will be filled (internal, external, or both)

- Establish expected timeline for recruitment
- Approve authority for HR to begin the hiring process

#### **E. Appointment of an Interim Library Director**

- **Candidate:** Celeste Moutos
- **Action Needed:** Motion to appoint Celeste Moutos as **Interim Library Director**, effective December 1, 2025, until a permanent hiring process is completed.

#### **F. Discussion on Length and Structure of the Director Search Process**

- **Action Needed:** Board direction and motion to establish the expected duration and structure of the search.

---

### **6. Closed Session Request (Employee Evaluation)**

*(Written Request Submitted)*

#### **A. Motion to Enter Closed Session**

For the purpose of reviewing the performance evaluation of **Library Director Suzanne Shipman**, pursuant to MCL 15.268(a), at the written request of the employee.

#### **B. Conduct Performance Evaluation of Library Director (Closed Session)**

#### **C. Motion to Return to Open Session**

#### **D. Any Board Action Based on Closed Session Discussion**

---

### **7. Board Member Comments**

### **8. Public Comment**

### **9. Adjournment**