



Ecorse Public Library

4189 W. Jefferson Ave., Ecorse, MI 48229

Phone: (313) 389-2030

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Ecorse Public Library

Ecorse Public Library Board of Trustees Regular Meeting

Monday, November 17 @ 6:00pm

Ecorse Public Library

4184 W Jefferson

Ecorse, MI 48229

1. Call to order
2. Roll call: Alexander____ Brooks____ Holmes-Hill____ Morgan____ Reddick____
3. Approval of agenda
4. Approval of minutes October 2025
5. Financial Report
6. Public comment
7. Director's report
8. Old business
 - a. MLA Award
 - b. Exterior lighting refund
9. New business
 - a. Staffing
 - b. Holiday lighting
 - c. Office update slated to begin January 2026
10. Announcement or comments from Board Members.
11. Adjournment

The next general meeting will be at 6:00 pm on Monday, November 10, 2025 at the Ecorse Public Library.

Waiting for TB Budget from City



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Ecorse Public Library

Ecorse Public Library Board of Trustees Regular Meeting
Monday, October 13, 2025 @ 6:00pm
Ecorse Public Library
4184 W Jefferson
Ecorse, MI 48229

1. Call to order: 6:03p.m.

2. Roll call: Alexander__X__ Brooks__X__ Holmes-Hill__X__ Morgan__X__ Reddick__X__ Shipman for EPL__X__

3. Approval of agenda:

A. Motion: Alexander/Support: Holmes-Hill

B. Yes : Alexander, Brooks, Holmes-Hill, Morgan, Reddick

C. No: None

4. Approval of minutes July 7; and September 8, 2025

A. Motion to Approve September 2025: Alexander/Support: Holmes-Hill

B. Yes : Alexander, Brooks, Holmes-Hill, Morgan, Reddick

C. No: None

D. Motion to table July 2025 Minutes for revisions: Alexander/Support: Holmes-Hill

E. Yes: : Alexander, Brooks, Holmes-Hill, Morgan, Reddick

F. No: None

5. Financial Report

A. Motion to accept fund balance of \$548, 281.33: Holmes-Hill/Support: Alexander

B. Yes : Alexander, Brooks, Holmes-Hill, Morgan, Reddick

C. No: None

6. Public comment - None

7. Director's report – See attached

8. Old business

- a. Staffing – Five interviews for part-time position posted scheduled for October 13, 2025
- b. Exterior lighting refund – Pending payment arrival

9. New business

- a. MLA Award – Shipman, Moutos, and Jones to attend and accept MLA Citation of Excellence Award
- b. Holiday lighting – Lights have been purchased
- c. Office update – Budget set for \$5000
- d. Change of date for January meeting.

1. Motion to change January 2026 EPLB meeting date to January 5, 2025: Alexander/Support: Holmes-Hill

2. Yes: Alexander, Brooks, Holmes-Hill, Morgan, Reddick

3. No: None

- e. Date for “Meet the Board” library celebration. November 19 at 6:00 pm
- f. Motion to approve Meeting Room policy: Brooks/Support: Reddick

1. Yes: Alexander, Brooks, Holmes-Hill, Morgan, Reddick

2. No: None

10. Announcement or comments from Board Members.

11. Adjournment: 6:55 p.m.

a. Motion: Holmes-Hill/Reddick

b. Yes: Alexander, Brooks, Holmes-Hill, Morgan, Reddick

c. No: None

The next general meeting will be at 6:00 pm on Monday, November 10, 2025 at the Ecorse Public Library.

Completed by: Kimberly Alexander 11/14/2025

Library Statistics

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct
Total Circulation	33	226	259	182	368	500	482	881	762	911
Library of Things	0	10	4	12	9	15	11	24	70	61
Door Count	0	612	827	832	954	1560*	1230	1383	1252	1,431
Library Card Registrations	2	28	23	34	60	59	34	52	95	21
Library Card Totals	814	839	864	898	644	762	1049	792	907	331
Materials added	386	164	33	100	281	119	126	332	110	331
Collection Totals	18193	18337	17849	16819	17514	16319	16642	16848	16822	331
										331
Programs										331
Adult	0	2	14	11	20	10	6	11	18	331
Children	0	6	13	3	18	10	22	22	22	331
Outreach Programs	0	0	0	1	1	1	3	3	2	331
MAP checkouts	0	0	0	1	3	2	10	7	1	331
										331
Overdrive	179	131	145	121	160	163	204	197	192	331
OD Digital Magazines	13	14	18	21	14	19	23	24	28	331
										331
Public Computer Sessions	0	212	190	152	205	218	265	243	276	331

Programs and Outreach

October was a busy month with Trunk or Treat, school visits, and programming. Our numbers continue to rise, we are seeing more and more people in the library, at programs, and out in our community!

Library Operations

The library closed early on October 29 for the MLA Awards dinner. Staff was delighted to be able to attend, it was an uplifting evening for all!

Staffing

Welcome to Nagat Harhara and Kaila Graham!



**LIBRARY
DESIGN
ASSOCIATES
INC.**

1149 South Main Street
Plymouth, Michigan 48170-2213

Telephone: (734) 459-5000

PROPOSAL

06/17/25

Date P-41701

Proposal No. 1

Page

To

Ecorse Public Library
Attn: Suzy Shipman, Director
E: sshipman@ecorse.lib.mi.us

Item	Qty.	Catalog No.	Description	Unit Price	Total
1	1	LDA	<p>In accord with our recent meeting, we are pleased to provide the following proposal, for your consideration:</p> <p>All pricing below includes material, freight and installation by LDA authorized personnel.</p> <p>LDA to provide (2) single face sections of column strip shelving along the wall opposite the back door in the Staffing area. Each section to measure 90" high x 16" deep x 36" wide. (1) section to include (4) 16" deep adjustable shelves and (1) 24" deep worksurface counter under those shelves measuring 36" long, and set at roughly 29" above the floor. The second section to include (5) 16"D adjustable shelves for delivery bins.</p>	2,363.00	2,363.00
2	1	LDA	<p>LDA to provide (2) single face sections of column strip shelving along the wall to the left of the storage door in the Staffing area. Each section to measure 90" high x 16" deep x 36" wide and include (4) 16" deep adjustable shelves for a total of (8). This item to also include (1) 24" deep worksurface counter under those shelves measuring 60" long and mounted at roughly 29" above the floor.</p> <p>NOTES:</p> <p>a) Payment terms are NET 30 days. b) Pricing is good for (30) days and is subject to reconfirmation thereafter. c) Approximate lead-time is (10-12) weeks from receipt of complete order, including final finish selections. d) Pricing is based on the quantities specified above. Any modification may require an updated proposal. e) Finishes to match new shelving provided as part of the renovation.</p>	2,366.00	2,366.00

We propose to furnish the material specified above at the prices quoted under the conditions stated here.
Deliveries are subject to delays from fire, strikes or other causes beyond our control.

Delivery F.O.B.

By Library Design Associates, Inc.

To order the items listed, sign and return, signifying your acceptance.

Accepted by/Title/Date



Telephone: (734) 459-8000

06/17/25
Date P-41701
Proposal No. 2
Page

To

Ecorse Public Library
Attn: Suzy Shipman, Director
E: sshipman@ecorse.lib.mi.us

We propose to furnish the material specified above at the prices quoted under the conditions stated here. Deliveries are subject to delays from fire, strikes or other causes beyond our control.

Matt de Bear

By Library Design Associates, Inc.

To order the items listed, sign and return, signifying your acceptance.

Accepted by/Title/Date