



DDA DIRECTOR-VILLAGE MANAGER SEARCH COMMITTEE MEETING

WEDNESDAY, FEBRUARY 25, 2026, AT 6:00 P.M.

VILLAGE COUNCIL CHAMBERS

12060 HEATH STREET, BIRCH RUN, MICHIGAN

MINUTES

The meeting was called to order by President White at 6:00 pm, followed by the Pledge of Allegiance

Members Present: President Tom White and Council Members David Cook and Blaike Stafford; DDA Members Marianne Nelson, Jerry Preston, and Kelsey Rudy

Citizens seeking information or giving input on matters of interest to the Village Council (Time limit of 5 minutes each)

No public comments

New Business

James R. Freed, Lead Executive Recruiter with Pivot Group Municipal Services, was introduced. Mr. Freed discussed the search process and shared his experiences with previous executive searches conducted by his company. Mr. Freed also suggested the following schedule of events for this recruitment process:

Job Posting – beginning of March 2026

Job Posting Deadline – April 6, 2026

Review of Applications – mid April 2026

Interviews – beginning of May 2026

Offer of Employment – by end of May 2026

New DDA Director-Village Manager in place – by end of June 2026

Adjournment

Motion by Cook, supported by Stafford, to adjourn the meeting at 6:44pm

Unanimous Voice Vote

Motion Carried

Tom White
Council President

Paul T. Moore
DDA Director-Village Manager